

**2019 IAD CONFERENCE GENERAL MEETING  
STANDING RULES**

1. The credential committee, at the start of opening ceremonies of the first business meeting, shall report the number of official members registered as present with proper credentials. The credential committee shall make a supplementary report (update and affirmation of quorum) at the beginning of each general meeting until adjournment.
2. Prior to the first official general meeting, the President shall appoint a committee of four (4) voting members, one from each of the (four) chapters (Illini, Jacksonville, McLakes and Springfield) to review and approve the Conference minutes within thirty (30) days of the close of the Conference.
3. Motions introduced in the general meeting shall be submitted using the required Motion Form and in an appropriate format - motion, maker, person making second (if needed), rationale, and fiscal impact.
4. Generally a maximum of six (6) members, may debate each debatable item - three (3) in support and three (3) in opposition of any motion of the floor. Each representative, officer and observer is allowed a maximum of two (2) minutes for debate. The pro debate shall stand on the left side; the con debate shall stand on the right side.
5. Motions not addressed or acted upon by the end of the Conference shall die.
6. All voting on motions shall be done by use of voting flags.
7. Members shall make appropriate use of the voting flags provided. Green voting flags shall indicate an "Aye" vote; red voting flags shall indicate a "Nay" vote; yellow flags shall indicate a "point of order" or "point of inquiry (question.)"
8. Members are requested to arrive and be seated at least fifteen (15) minutes prior to the opening of any general meeting. They shall report to their membership committee table to sign in, pick up their voting flags, and sit anywhere they so wish.
9. Nominations for Officers and Financial Consultants shall be accepted on the floor, but the IAD Membership Chair, pursuant to election guidelines and IAD's bylaws, must verify the candidate's eligibility.
10. Elections for Officer positions and Financial Consultants shall take place by ballot, except when there are uncontested candidates for specific positions. At the time of casting votes, no one shall know for whom members' votes.
11. All reports and other material for the permanent record or official proceedings shall be in appropriate print or electronic format and given, immediately on presentation to the Secretary.
12. No relay interpreting shall take place during Conference business session, except when procedural questions are called.
13. Before the end of the meeting, the president shall make an announcement of the top two priorities voted on by the members during the forum.
14. Members shall not talk with the official Parliamentarian while the general meeting is in session. If there are any questions or concerns, members shall communicate with the President who in turn can communicate with the Parliamentarian if necessary.