



MSUS Meeting Covenant

We will speak and listen:

With respect
From the heart
From our own experience

We will respect one another:

Respect each other's time
Allow everyone to speak
Hold one another responsible for
our decisions and actions

PROPOSED RULES OF PROCEDURE -- MSUS Annual Meeting, May 14, 2024

RULE 1 - ORDER OF BUSINESS

Consideration of and action upon items will be in the order listed in the agenda unless that order is changed by majority vote during the meeting.

RULE 2 - ADOPTING AND AMENDING THE RULES OF PROCEDURE

These Rules of Procedure require a majority vote to be adopted. They may be amended, suspended, or repealed during the course of the meeting, also by a majority vote.

RULE 3- PARTICIPATION IN DISCUSSION

Speakers recognized by the meeting chair or by a person designated to facilitate participation by online attendees shall identify themselves by name. Participation in discussion is limited to members. The President may waive this requirement.

RULE 4 - MEANS OF VOTING

Action on any question will proceed by vote of those members present at the meeting location and those participating virtually. A vote will be called by the President or Vice-President. The Bylaws require a simple majority vote to approve the motion. Two vote counters will record votes in a spreadsheet that will be retained by the Board as an audit trail. Voting will end after all members present and those participating virtually have voted.

The meeting chair may call for a vote by a voice vote, a show of hands, or a roll call vote. If the outcome of a show of hands or a voice vote is unclear in the judgment of the chair, they may order a roll call vote. If a member feels that a vote is indecisive or that the chair has not announced it correctly, they may call for a count to verify the vote.

For the Motion to Adopt a New Name

Per the Board Resolution regarding voting to adopt a new name, the following enhanced requirements will apply to this vote:

Prior to voting on adoption of a new name, a quorum of forty percent (40%) of qualified voting members will be verified. A seventy-five percent (75%) majority vote in favor is required to approve the motion. (Following Robert's Rules, this means that abstentions are excluded when calculating the vote results.)

A vote on the Motion to Adopt a New Name will be called by the President or Vice-President. Two vote counters will record votes in a spreadsheet that will be retained by the Board as an audit trail. Voting will end after all members present and those participating virtually have voted. The meeting chair will call for the vote by a roll call vote.

RULE 5 - TIME LIMITS

The following time limits apply to all business of the meeting. However, without objections, the President may grant minor extensions of time. Any time limits may be extended by a two-thirds vote.

- a) No person may speak on any matter for more than two minutes, and only once, so long as there are others who have not spoken who want to speak. The exception is that people having special information may, with the permission of the President, reply to questions.
- b) Discussion time will be equally divided by alternate recognition of proponents and opponents.
- c) A motion to call the previous question on the main motion shall not be in order if there are potential speakers on both Pro and Concern sides and the time for discussion as listed in the agenda has not expired. If there are not speakers on both sides, the President may call for a vote or may allow discussion to continue for the remainder of the time allotted.

RULE 6 - RULES FOR ADDITIONAL SITUATIONS

In any situation not covered by these rules, Roberts Rules of Order will apply.