

## **Proposed Standing Rules of the 2021 LWVWA Convention**

These rules contain accommodations for this convention only, to adapt to the technology and communication limitations of the virtual online environment during the pandemic.

These rules were developed in coordination with the convention parliamentarian and the virtual meeting technology team for the convention. These rules were moved by Jean Snider and seconded by Linda Benson, who are automatic delegates to the 2021 convention. These rules will be adopted via written ballot disseminated electronically 21 days prior to the convention. Proposed amendments must be submitted by June 8, 2021, via email to Jean Snider at [jsnider@lwvwa.org](mailto:jsnider@lwvwa.org), the secretary of the convention. Voting on these rules and proposed amendments, if any, will occur electronically June 10-14, 2021, and results will be announced on June 15, 2021.

The rules, as proposed or amended, require a two-thirds vote for adoption. To suspend a rule at a later time during the convention requires a two-thirds vote.

### **A. Credentials**

1. Admission to the convention online meetings and caucuses shall be limited to persons who are properly registered as delegates, observers (members who are not delegates), or guests.
2. Business sessions (e.g., plenary sessions) will be restricted to delegates, the parliamentarian, and meeting staff as designated by the chair.
3. Guests and observers will be able to observe the business sessions via livestream.
4. As an equivalent of a convention badge, each participant's status as a voting delegate or meeting staff, and local League if applicable, shall be shown on their screen name using designated abbreviations or symbols, as assigned by the Credentials Committee.
5. The Credentials Committee, directly after the opening ceremonies of the first business meeting, shall report the number of delegates with proper credentials and whether the distribution of delegates meets the Bylaw requirements. The committee shall make a supplementary report before each business session.

### **B. Speaking and Debating**

1. Privilege of the Floor is reserved to delegates in attendance via active presence in a convention Zoom meeting. Only delegates shall be permitted to vote and initiate motions. All members can contact their delegates to propose motions. Nondelegates may be recognized by the chair to provide clarification on motions and information on topics before the assembly. The chair is the sole determinator of such need to recognize nondelegates to speak.
2. Recognition: Delegates wishing to speak shall gain the attention of the chair, using the designated indicator for that specific meeting provided in the online meeting environment. When recognized, they shall unmute their microphone and give their

name and the name of their League, Unit-at-Large, or the State Board position they represent.

3. Debate: During debate, no person may speak more than once on a given question until all who desire to speak have been heard. No one may speak more than two minutes without permission of the meeting. The chair may set or alter the rules for debate, including, but not limited to, the time allowed to speak, or the number of speakers, pro and con, to be recognized, if the agenda is behind schedule.

### **C. Business of the Convention**

1. Motions: All motions, except simple motions such as to close debate, shall be submitted through the designated process.
  - a. The chair may make use of unanimous consent motions on noncontroversial items of business and meeting actions to keep the meeting moving along efficiently in the virtual environment.
  - b. The LWVWA shall establish a process for the submission of motions and resolutions, with any advance notice as required for consideration in the sections below.
2. Votes of the convention shall be taken with entry from the online waiting room suspended for the duration of the vote, and no one may enter until the vote has concluded. Absentee or proxy voting shall not be permitted. The vote count shall be taken of those present in the Zoom room and voting, counting only “yeas” and “nays.” Abstention will also be an option on every ballot.
3. Bylaws: Proposed Bylaw changes may be considered, provided notification had been given as prescribed in the Bylaws. Bylaws changes may not be amended from the floor but may simply be voted up or down.
4. Budget amendments for line-item changes need to be presented in writing to the budget committee, using the online process at least seven days prior to the convention, and may be debated during the budget discussion period.
5. Amendments to items that are part of the permanent business (e.g., budget, program of work, election of officers, board, and nominating committee members, bylaws) of the convention may be offered in writing up to seven days prior to the convention using the online process provided.
6. Each amendment to items that are part of the permanent business of the convention shall be taken in the order the amendment would appear within the customary business of the convention.
7. Due to the limitations of an electronic meeting of the size of the convention, written amendments may not be further amended from the floor, nor may amendments to substantive meeting business documents be offered that were not submitted through the portal at least seven days in advance of the convention to ensure ability to review by voting delegates.

#### **D. Program of Work**

1. The Recommended Program of Work shall be presented and moved for adoption by members designated by the Board of Directors. Only questions for clarification shall be allowed at this time. The recommended program will be taken up for debate and vote when the order of business calls for it. Recommended items require a majority vote.
  - a. Amendments to the Recommended Program of Work must be submitted via email to Linda Benson at lbenson@lwwwa.org, at least seven days (11:59 p.m. on June 17) prior to the beginning of the convention.
  - b. Amendments from the floor shall be out of order.
2. Not-Recommended Program of Work items require notice of intent to consider no later than 14 days (11:59 p.m. on June 10) in advance of the first day of the convention to consider at the first plenary. Amendments to Not-Recommended items with a notice of intent filed must be submitted no later than seven days (11:59 p.m. on June 17) in advance of the first day of the convention. Items eligible for consideration are those that have been submitted to the Board as required in the LWWWA Bylaws, but were not included in the Board Recommended Program of Work.
  - a. Not Recommended items shall be presented immediately following the presentation of the recommended program. Amendments submitted 11:59 pm on June 17 will be considered as a part of the discussion of the same item, and will be either forwarded or not, based on the same requirements for consideration of a Not-Recommended item.
  - b. Move for consideration: The member who moved consideration of either the not-recommended item or an amendment to one may give a two-minute explanation.
    - i. Questions for clarification are allowed, and only debate on the merits of consideration is permitted at this time.
    - ii. The vote for consideration requires a simple majority and is taken immediately. If an online vote is required, speeches for and against may continue while votes are tallied on the previous motion.
  - c. As each item eligible for consideration is considered, amendments from the floor shall be out of order.
  - d. Consideration for Adoption: Those not-recommended items, and any amendments to those not-recommended items voted for consideration, will be taken up for debate and vote when the order of business calls for it at a subsequent plenary session. Not-recommended items require a three-fifths vote for adoption.
3. Concurrence: In the event an item to be considered by concurrence has been proposed according to the Policies and Procedures, voting shall require a three-fifths vote for adoption. As each item eligible for concurrence is considered, amendments from the floor shall be out of order.

#### **E. Resolutions**

1. At least three weeks before the convention, the president shall have appointed a Resolutions Committee consisting of a current board member and at least two other League members.
2. Any registered delegate to the LWVWA Convention may offer a resolution by 11:59 p.m. on June 17.
3. Delegates must use the [Resolution Submittal Form](#) available online and must submit the resolution at least one week (11:59 p.m. on June 17) prior to convention online. This is a hard deadline, and members offering resolutions should make themselves aware of it.
4. Submitted resolutions shall be posted for review by delegates, and amendments may be submitted to the resolutions committee for consideration and disposition prior to the scheduled meeting of the resolutions committee on June 23, 2021.
5. The Resolutions Committee shall meet via an online meeting platform at a time announced. This meeting will be open to delegates who wish to explain their resolutions or proposed amendments to the committee.
  - a. To hear each delegate who wishes to explain their resolution to the Resolutions Committee.
  - b. To consider whether each resolution meets the requirements as to form, notice, or exception to notices and the following criteria:
    - i. Consistent with Bylaws and Principles
    - ii. Consistent with League program positions and the position is identified on the Resolutions Submission Form
    - iii. Addresses a single, topical issue
    - iv. Requires time-sensitive governmental action
    - v. Likely to have an impact on the single topical issue as described
    - vi. Consistent with the current stated legislative priorities
    - vii. Can be implemented using existing League resources
6. The Resolutions Committee shall report its findings on all submitted resolutions and proposed amendments to submitted resolutions.
  - a. Proposed Resolutions are either reported affirmatively or determined to not meet the stated criteria.
  - b. The chair of the Resolutions Committee will announce those findings to the convention on the LWVWA website at the beginning of the plenary session on Sunday morning.
7. Any resolution or amendment to a resolution reported affirmatively by the Resolutions Committee will be automatically considered by the convention following adoption of the program. Any motion to appeal a ruling of the president regarding the presentation of resolutions shall require a two-thirds vote.
8. Debate and action on resolutions shall take place after action on the Proposed Program, Concurrences, and Not-Recommended Program items. Adoption requires a majority vote.
9. Amendments moved from the floor shall be ruled out of order and not considered.

10. Those who desire to make resolutions may consult with the Resolutions Committee prior to deadlines to be sure that the resolution meets form and content requirements.

**F. Direction to the Board**

Direction to the Board are ideas, suggestions, and requests for consideration and board action. Resolutions that are not adopted may be the basis for a direction to the board. They may be submitted [online](#) and any member can make them. The board will respond through a report on actions taken or with explanations of why no action was taken.

**G. Announcements**

Announcements must be submitted to the secretary of the convention using the designated announcements submission portal. Submitted announcements approved by the chair and secretary as timely and appropriate will be read at the next announcements opportunity appropriate to the nature of each announcement in a plenary session.