

## **SPECIAL RULES FOR THE 2024 ANNUAL CELEBRATION BUSINESS MEETING**

**Debate and discussion during the business meeting shall conform to the following provisions:**

- A. Delegates, and others wishing to be recognized, shall obtain use of a microphone, address the presiding officer and identify themselves by name and local church (or other represented entity).
- B. Pro and con microphones (and microphones for other purposes) may be designated by the presiding officer.
- C. A Delegate may not speak on an issue and conclude by moving the previous question.
- D. A Delegate may not present a combined motion to close debate on an amendment to a motion and to close debate on the main motion.
- E. No one may speak to the same debatable motion (or speak to the same matter being discussed by the assembly) more than twice-- except to answer questions from the floor or to answer questions from the presiding officer.
- F. Unless brought by a committee (or other recognized body of the Illinois Conference), a maximum of two minutes for the first speech is allowed to the maker of a motion. If a motion (or report, or presentation) is being brought by an Illinois Conference committee or other body recognized by the Illinois Conference, the presiding officer shall establish the length of the initial speech or initial presentation to be made on behalf of the committee. (See also, Item "M"). All subsequent speakers are limited to two minutes each.
- G. During timed floor debates (and during timed periods of discussion) speakers will be informed that their allotted time has expired and they will be asked to relinquish the microphone. (If they continue to speak, the microphone may be turned off).
- H. When time restrictions on speakers are required by these Special Rules, an extension of time may be granted by the presiding officer to the following persons:
  - a. Speakers requiring translation into English from another language (time needed for the translation shall not be counted in the time allotment) and speakers who require sign language translation;
  - b. Speakers whose fluency in English is limited and for whom translation is not available;
  - c. Speakers with conditions which negatively affect mobility and/or speech.
- I. Opportunity will be provided for two Delegates speaking in favor and two Delegates speaking in opposition to a motion before an amendment can be made.

- J. A motion to limit or extend the time allocated for debate (or to limit or extend the time allotted for a period discussion) is, itself, undebatable; such motion requires a second and two-thirds vote unless decided by general consent.
- K. Non-delegates, not otherwise authorized to speak, may speak only by two-thirds vote of the assembled Delegates.
- L. In order to expedite the proceedings (and in order to eliminate unnecessary additional voting), when someone “Calls the previous question”, before recognizing that motion, the presiding officer will first seek to otherwise QUICKLY ascertain if the assembly is ready to proceed to a vote on the motion or amendment that is already before the assembly (without having to conduct a formal vote on a “motion to call the previous question”). See also, Item “M”, below. Also note, a person must first be recognized by the presiding officer and “have the floor”—before making a “motion to call the previous question”. (You can’t just shout out such a motion at anytime-- from anywhere in the room—and expect the assembly to address your motion).
- M. A decision made by the presiding officer can be overturned in the following manner:
  - a. There is a motion and second made “to appeal [from] the decision of the chair”.
  - b. A brief discussion can then take place.
  - c. If the motion to appeal the decision of the chair passes by a 2/3 (two-thirds) majority vote, the decision of the presiding officer is overruled.
- N. Voting shall conform to the following provisions:
  - a. Most items can (and will) be determined by a voice vote. (Example: “All in favor signify by saying ‘Aye’ –opposed ‘Nay’”).
  - b. The presiding officer may also state these (or similar) words: “If there is no objection – (pause) --so ordered”. During the pause, the presiding officer will listen and look – in order to ascertain if anyone is objecting. If no one objects, the matter is approved (without a formal vote being taken).
  - c. Votes shall be decided by the Delegates present and voting. Abstentions shall not be counted in the total. (Example: On a motion, if 75 delegates vote “Yes”, 25 delegates vote “No”, and 12 delegates “Abstain” –the total votes cast will be 100—not 112. Thus, a “simple majority” would be 51 votes and “a 2/3 majority” would be 67 votes).
  - d. If the presiding officer, or any delegate, wishes for the actual votes to be counted— all they have to do is to immediately call for a “division of the house” or “division”. The presiding officer will conduct the vote again—and have the delegates stand, or raise their hand (or use some similar way) to indicate their vote. The official tellers will count the votes.

- e. In order to have a [paper] ballot (sometimes called a “secret ballot”), there should be a motion and second to have a paper ballot. The motion is not debatable. If a majority vote to have a [paper] ballot—a [paper] ballot will be held. The tellers shall distribute, collect, and count the ballots.
  
- f. There shall be a “teller” committee. The committee members (and chairperson) of the teller committee will be appointed by the presiding officer and approved by a simple majority vote of those delegates who are present and voting. The teller committee shall distribute, collect, and count the ballots. The tellers shall also count the votes if there is a “division of the house” and votes are to be counted. The chairperson of the teller committee will inform the presiding officer of the vote count and the presiding officer will announce the vote totals.
  
- g. Voting by electronic means shall be permitted. The presiding officer, in consultation with technical advisors, shall determine the electronic voting method to be used. The electronic voting method may change (or evolve) during the course of the meeting in response to changing situations and in response to “lessons learned” during the meeting.