



SPECIAL RULES OF ORDER RNA Board of Directors' Meetings

(Face-to-face, Audio/video-conference
or other electronic technology)

1. VOTING BODY

- a. The voting body shall consist of the RNA elected officers and members-at-large.
- b. All of the above must be members in good standing.
- c. No member of the voting body shall have more than one vote.
- d. Voting by proxy shall not be allowed.

2. OBSERVERS

- a. Non-voting observers (RNA members) may attend board meetings,
- b. Special guests may be invited to attend board meetings.

3. QUORUM

A majority of the voting members shall constitute a quorum.

4. MOTIONS

- a. Only members of the voting body may introduce and second motions. A motion may not be seconded by an observer.
- b. Observers may speak to the motion only after all voting members have had the opportunity to speak.

5. GAINING RECOGNITION

- a. When individuals are participating in an electronic meeting and wish to speak to an item of business, or have a question of procedure, parliamentary inquiry, or a point of order, etc. they may gain recognition by "sending a chat", "raising a hand", other method as dictated by the technology used, or as directed by the Chair. Speakers should identify themselves and indicate if in favor or in opposition to the item.
- b. When individuals are participating in a face-to-face meeting and wish to speak to an item of business, or have a question of procedure, parliamentary inquiry, or a point of order, etc. they may gain recognition using the instructions indicated by the Chair. Speakers should indicate if in favor or in opposition to the item.
- c. Non-voting members and observers may be recognized after all voting members have been recognized.

6. DEBATE

- a. When recognized by the Chair, speakers shall state whether they are speaking in the affirmative or the negative.
- b. Debate on a motion may be limited to two (2) minutes for each speaker and ten (10) minutes for each question. General consent shall be required if additional time is to be granted. If there is an objection to the general consent, a formal vote must be taken and a two-thirds ($\frac{2}{3}$) vote shall be required to grant the additional time.
- c. No member may speak a second time until all others who wish to speak have had the opportunity to do so.
- d. No member may be given the privilege to speak more than twice on the same question without unanimous consent of the voting body. The rules of parliamentary authority will prevail.
- e. Non-voting members and observers may participate provided there is no board member who wishes to speak.

7. VOTING

To ensure that all eligible voting members have an equal voice, roll call votes may be taken for motions requiring a two-thirds ($\frac{2}{3}$) majority. Polling technology may be used for votes requiring a simple majority.

8. PARLIAMENTARY AUTHORITY

- a. The current edition of Robert's Rules of Order Newly Revised shall be the parliamentary authority.
- b. A two-thirds ($\frac{2}{3}$) majority shall be required to suspend or amend these Special Rules of Order for RNA Board of Directors' Meetings.