

Rules for discussion and motions

The following rules for discussion will apply:

1. No one may speak without being recognized by the convener.
2. For the business portion of the convention (sessions 3, 4, 5, 6, and their respective calibration sessions), only delegations from voting institutions may speak.
3. Delegations will designate one person to speak for the delegation; that individual may cede time to another member of the delegation as desired.
4. Delegates will identify themselves when called upon to speak; they will be allowed to speak for up to 2 minutes at a time.
5. Any delegation not already having spoken during the consideration of a proposal or an amendment may be recognized before others who have already spoken.
6. In the interest of keeping the convention on schedule, the convener may call for a vote either with unanimous consent of the voting delegates or with the approval of a simple majority of the voting delegates.

The following motions will be permitted:

Ballot initiatives and discussion

1. Each ballot initiative (proposal) on the agenda will be presented to the convention by the delegation offering the proposal. No seconding is required.
2. The delegation presenting the proposal will be allowed up to 3 minutes to provide an explanation and rationale for the proposal. This introduction may summarize substance, importance, and timeliness of the proposal.

3. Once all the amendments to the proposal are voted on (see *Amendments* below), the floor will be opened for discussion of the proposal (or the proposal as amended).

Amendments

1. Motions to amend a ballot initiative will be presented to the floor at the beginning of discussion of the initiative. They must be seconded by another delegation and submitted in writing to the secretary to specify the wording to be deleted and/or added. Amendments must be approved by double majority.*
 - a. **NB:** To accommodate all relevant amendments, the organizers request that amendments to ballot initiatives be submitted in writing to the planning committee by *8 AM on Sunday, October 9*. We ask that any delegation submitting an amendment join an 8 AM meeting where each would share their amendments with one another and redundancies can be ironed out.
2. Amendments will be taken up on a first-offered, first-addressed basis.
3. Amendments may be offered during the floor debate as well. Amendments must be submitted to the secretary of the convention in writing, seconded by another delegation, and projected to the convention on a screen before discussion begins.
4. Once all the amendments to the proposal are voted on, the floor will be opened for discussion of the proposal (or the proposal as amended).

Tabling a proposal

1. Any delegation may move to table a proposal at any time. This will require a second from another delegation. The motion to table is not debatable and requires a double majority to pass.
2. Tabling a motion will remove it from the agenda of the convention without deciding the question and the convention will move on to the next item of business.

Calling the question and voting

1. Any partner may move to “call the question” (i.e., end the debate and bring about a vote on the question at hand) regarding an amendment or a proposal. The motion will need a second from a partner; it is not debatable, and requires a simple majority of partners to pass.
2. When discussion has ended, a vote on the proposal will be taken. Passage of the proposal will require a double majority. *

* The double majority is achieved when more than 50% of the weighted votes are in favor of the proposal (or amendment) AND more than 50% of the partner delegations are in favor of the proposal (or amendment).

General guidelines for the convention

There is much important business before us; the guidelines below are intended to expedite a productive, fair, and thoughtful meeting. While we are guided by the spirit of Robert's Rules of Order, we are not following those rules nor using their terminology strictly. In all matters, we will opt for good sense over procedure, and assume goodwill among all delegates.

What does not get accomplished at this meeting may be left undone indefinitely.

In preparation for the meeting, we ask all delegations to:

- Prepare in writing any amendments the delegation intends to introduce and send them to the planning committee in advance of 8 AM, Sunday, October 9.
- Choose a spokesman: each delegation will be represented by one spokesman, who may cede their time to another member of the delegation to address an issue.

During the meeting:

- Saturday's sessions are open to all delegations to take the floor.
- During Sunday's sessions, only voting delegations may take the floor.
- When speaking, be succinct: each delegation is allowed 2 minutes to talk at a time. But be mindful of our time constraints and considerate of other delegations who have not yet spoken. The two-minute time is the *maximum*, not the *minimum*.

Topics not addressed through ballot initiatives:

- Topics of interest and concern, including points of information, may be addressed after the completion of all business with respect to ballot initiatives.
- We will be soliciting such topics of interest on Saturday. Our ability to address these during the convention depends on how successful we are in completing the main business of the ballot initiatives.
- Points of information will be answered in writing and be made available to all partners.