

# NATIONAL BOARD OF CHIROPRACTIC EXAMINERS

## PROPOSED

### STANDING RULES OF THE ANNUAL MEETING

#### 1. Credentialing Procedures and Reports

- A. The Credentials Committee is responsible for registering and credentialing delegates and alternate delegates in accordance with the provisions and eligibility requirements of the Bylaws.
- B. Upon registration, each delegate shall receive a badge and a voting paddle authorized for that delegate. Any transfer of a voting paddle from a delegate to an alternate delegate must be made through the Credentials Committee.
- C. A registered alternate may substitute for a delegate provided the delegate turns in the delegate badge and voting paddle to the Credentials Committee at which time the alternate is issued a delegate badge. The initial delegate may resume delegate status by the same process.
- D. The Credentials Committee Chairperson or his/her representative shall give a report at the beginning of the Annual Meeting. The report will contain the number of delegates and alternates registered as present with proper credentials, and the number of delegate votes present. At the beginning of each subsequent business session, if applicable, the Committee shall present an updated report listing all properly credentialed delegates and alternate delegates present, and the number of delegate votes present.
- E. The voting strength for the election of district directors shall be determined by those registered as reported by the Credentials Committee at the beginning of the Annual Meeting or most recent business session of the Annual Meeting, if applicable.

#### 2. Meeting Procedures

- A. Delegates must wear their badges, and be recognized by the Chair before addressing the assembly.
- B. We request that attendees try to be in their seats at least five minutes before the scheduled meeting time.
- C. Delegates and guests wishing to address the assembly shall do so at the microphones provided.

3. Business Agenda

The business agenda is prepared by the President, in consultation with the Executive Vice President, and with the approval of the Board of Directors. The agenda shall be presented at the beginning of the annual meeting for adoption by the delegates.

4. Motions or Resolutions

- A. Only delegates or members of the Board of Directors may present motions at the Annual Meeting.
- B. All motions made by a delegate shall be in writing and be submitted to the Presiding Officer of the Annual Meeting.

5. Debate

- A. Order of Debate: Delegates shall have the first right to speak. Members of the Board of Directors may speak only after all delegates have spoken. Guests may be recognized by the Presiding Officer to speak after all delegates and board members have spoken.
- B. Any person who wishes to speak on the record must go to a microphone. When recognized by the Presiding Officer, the speaker shall state his or her name, and state licensing agency or organization.
- C. No person may speak in debate more than twice on the same question on the same day, or longer than four minutes per speech, without permission of the Annual Meeting granted by a majority vote without debate.
- D. A point of order, a question of privilege, orders of the day, a parliamentary inquiry or an appeal takes priority over regular debate.
- E. A timekeeper will signal when the speaker has one minute remaining, and when the allotted time has expired.