

ARTICLE X RULES OF ORDER

SECTION 1 RULES OF ORDER FOR ANNUAL MEETING OF THE WESTERN NORTH CAROLINA CONFERENCE UNITED METHODIST WOMEN

A. GENERAL INFORMATION

- (1) Meetings shall open and close at the times stipulated in the official program.
- (2) Members and guests shall wear nametags at all times to all functions to indicate delegate status.
- (3) During voting sessions (business sessions) delegates shall be seated within a designated voting bar.
- (4) Members and visitors not designated as delegates shall be seated elsewhere.

B. NEW BUSINESS

- (1) All new business that has not been considered by the Executive Committee of the Conference shall be presented in writing to the Secretary twenty-four (24) hours prior to being considered by the voting delegates.
- (2) Proposed Resolutions must be submitted in writing to the Conference President sixty (60) days prior to the beginning of the Conference Annual Meeting.

C. MOTIONS

- (1) All motions except on matters of procedure shall be written and signed by the maker and furnished to the Chair before action is taken.
- (2) The Secretary, unless directed otherwise, shall not record motions ruled out of order, points of order on which no appeal is taken, or trivial matters of privilege.

D. DEBATE

- (1) In seeking recognition from the Chair, a member must stand to address the Chair and, upon being recognized, state his or her name before making comment or motion.
- (2) The maker of a motion in preference to any other delegate shall be entitled to the floor immediately after the motion is stated.
- (3) Debate shall be limited to fifteen (15) minutes per topic.
- (4) No delegate shall speak to a motion a second time until all others have been given the opportunity to speak.
- (5) No delegate shall speak more than twice on the same question on the same day, nor more than two (2) minutes at one time without consent of the body.
- (6) General consent shall be required if additional time is to be given.

E. VOTING MEMBERSHIP

The voting body of the Conference organization shall be composed of the following persons:

- (1) One representative of each local unit of fifty (50) members or less, with one additional representative for each fifty (50) additional members in the unit
- (2) All District officers and chairpersons of District Committees
- (3) Past Presidents of the former Western North Carolina Conference Woman's and Women's Societies of Christian Service, Past Presidents of the former North Carolina-Virginia Conference Women's Society of Christian Service, former Secretaries of the Wesleyan Service Guild, and Conference Past Presidents of the United Methodist Women now living within the bounds of the Western North Carolina Conference (the Conference organization assumes no financial responsibility for this group)
- (4) District Presidents, as members of the Conference Executive Committee
- (5) Conference officers and chairpersons of committees
- (6) Any member of the United Methodist Women National Office or of the Southeastern Jurisdiction Leadership Team organization residing within the bounds of the Conference
- (7) The resident Bishop
- (8) The President of the Jurisdiction Deaconess Association if residing within the bounds of the Conference
- (9) All elected members-at-large

F. DELEGATES FOR QUORUM: A quorum shall be a simple majority of the delegates registered for the meeting.

G. PARLIAMENTARY AUTHORITY

- (1) *Robert's Rules of Order, Newly Revised* shall be the parliamentary authority.
- (2) A two-thirds (2/3) vote of the delegates is required to suspend or amend these rules.