

## **THE STANDING RULES FOR THE ANNUAL MEETING**

The Board of Directors feels it serves you best when the Annual Meeting is conducted in an orderly manner. The Association Annual Meeting is held to conduct Association business and elect directors. Your cooperation in this regard is requested. Parliamentary Procedure is followed at this Annual Meeting.

Your opinion is important to the Board of Directors. The Board desires to hear from Members who have information concerning the Association. During the portion of the Meeting in which the Chair accepts questions or comments from the floor, please proceed in the following manner:

1. If you wish to address the Board, please fill out the Question & Answer Form that will be provided at the meeting. The questions will be read and answered at the meeting.
2. Any Member wishing to address the Board shall speak no more than two (2) minutes.
3. No Member may speak more than once on the subject and no more than two (2) minutes, until all Members who wish to speak have done so.
4. Members of the audience shall not be permitted to interrupt nor question any speaker.
5. After the speaker has finished addressing the Board, the Meeting Chairperson will recognize the next Member to speak.
6. Members in the audience will not be permitted to engage in discussions between themselves that disrupt the Meeting.
7. Private conversations between Members in the audience are distracting to the Meeting. If you want or need to carry on a conversation with another, you are asked to move away from the meeting to carry on the conversation.
8. Violations of these Standing Rules will not be tolerated. Violators may be requested to leave the Meeting.