

# ARABIAN HORSE ASSOCIATION

## STANDING RULES FOR THE VIRTUAL 2020 AHA ANNUAL CONVENTION

### A. GENERAL

1. The current edition of *Robert's Rules of Order Newly Revised* shall be the parliamentary authority governing this Convention (except for those rules pertaining to scope of notice) and all its committees whenever it is applicable and not inconsistent with the Laws of the State of Colorado, the Articles of Incorporation, the Bylaws of Arabian Horse Association, or a special adopted rule of this Convention.
2. The minutes of this Convention shall be approved by a committee of at least three persons appointed by the AHA President.
3. ***In General Sessions and Zoom meetings, attendees are to work from a quiet room free of distractions like pets and family members. Close down all other apps and browser windows to eliminate notifications. Avoid distracting noises in the background.***
4. ***Attendees are to utilize a computer or tablet to attend Convention 2020. Delegates will need to open a second browser or use their cellular device for voting. Ensure your name is updated on the virtual platform to include your first and last name.***
4. The adoption of these Standing Rules will also adopt the additional rules included in the AHA Handbook, chapters 8 and 9 (***as applicable for the 2020 Virtual Convention***). These standing rules may be amended or rescinded by a two-thirds (2/3) vote of ***delegates*** and voting (a quorum being present).

### B. CREDENTIALS/REGISTRATION

1. ***All attendees must be registered to participate in the Virtual Convention.***

### C. MOTIONS, DEBATE and VOTING

1. Only delegates have the ***authority*** to make motions and vote.
2. All members of AHA in good standing have the right to speak to an issue on the ***virtual*** floor.
3. ***Those who wish to discuss/debate or address the Convention body should use the "Raise Hand" feature in the virtual platform to enter the queue.***
4. A delegate or member shall not speak more than twice on the same question or for more than two (2) minutes each time speaking. No delegate shall speak for a second time until all delegates seeking recognition the first time have spoken.
5. ***When selected to debate, the member's audio and video will be turned on their two minutes will begin.***
6. ***A member speaking from the floor shall address the chair as "Madame President" and give their name and club or official title.***
7. ***"Anonymous" members will not be recognized by the chair.***
8. ***Members will be notified when there are 30 seconds remaining in their time.***
9. ***Members who debate understand that their audio and video will be turned on and viewed by the Convention body. Please be aware of surroundings including the background of your computer and background noise.***
10. ***The chat feature may be utilized for interacting with other attendees. However, all official discussion and debate around the Convention's business MUST take place as outlined above. Discussion and debate that occurs in the chat will not be recognized or memorialized as part of the Convention record.***
11. ***Delegates will have up to 60 seconds to submit their votes in the online voting tool.***
12. Any Ordinary Measure that has more than two (2) choices must have a majority vote (more than half of the votes casts by persons entitled to

vote). If there is no declared majority vote, the two (2) highest favorable vote choices will then be placed forward for an additional vote. In the instance of a tie on the additional vote, the Presiding Officer will break the tie.

### D. RESOLUTIONS

1. ***For the 2020 Virtual Convention, the reading of all resolutions will be waived.***
2. ***Due to the virtual nature of this year's Convention, we will be utilizing an effective parliamentary procedure called "the Consent Agenda".***
  - a. ***The Consent Agenda can be adopted as presented, which means that all of the items included in the agenda are adopted and approved by a single vote of the Convention delegates. These items will not be presented individually and will not be open for discussion or debate on the Convention floor.***
  - b. ***The Consent Agenda can also be amended. Individual items can be removed for consideration, discussion and debate prior to the vote on the consent agenda. The proponent of the resolution or any delegate may remove an item from the Consent Agenda. The items that are removed from the Consent Agenda will be presented and discussed, debated and voted on separately by Convention delegates.***
3. ***Those resolutions removed from the Consent Agenda will be dealt with in numerical sequence.***
4. For all resolutions considered by this Convention, the United States Equestrian Federation, USEF Arabian Rules Committee, and the Competitions Advisory Committee shall be authorized to make any changes in punctuation, grammar, spelling or USEF/AHA rule numbers that are necessary so long as they do not change the intent of the resolution.
5. Written and/or verbal reports on the prior year Convention resolutions referred to committees will be taken. Disposition of each of these Convention resolutions carried over to this Annual Convention will be made by the voting delegates.
6. Amendments
  - a. Amendments by the proponent of a resolution prior to the General Session in which the resolution is to be debated will be filed with the AHA office, reviewed by the Agenda & Resolutions Committee and will be ***posted on the AHA website*** as follows: Amendment #1 – Blue; Amendment #2 - Pink; Amendment #3 – Yellow and repeat the colors for any additional amendments that may be made.
  - b. Once a resolution has been ***removed from the Consent Agenda and*** presented to the voting body; any voting delegate may amend the resolution. The proponent's approval is not required to amend a resolution once it's been open for debate. The following process will be in order for amendments to resolutions once debate has begun:
    - i) A delegate desiring to amend the resolution that is pending shall file the amendment with the Agenda & Resolutions Committee ***via an email submitted to leslie.lockard@arabianhorses.org. The amendment will be reviewed by Agenda & Resolutions and if validated, it will be presented to the delegates for adoption of the amendment.*** The amendment will not require a second since it has been filed with the Agenda & Resolutions Committee and sent forward for debate.
    - ii) The amendment will be debated and voted on by the delegates, ***a quorum being present.*** Majority vote to adopt.

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7. The proponent (contact person) may withdraw a resolution prior to the General Session **via an email submitted to [leslie.lockard@arabianhorses.org](mailto:leslie.lockard@arabianhorses.org)**. The withdrawal of the resolution will be announced in General Session. Once a resolution **has been put to the question by the presiding officer**, a motion to withdraw will be handled as an incidental motion and requires a majority vote to be adopted.
8. The effective date for approved resolutions will be determined by RULE 101 in the current AHA Handbook **and by actions of this virtual convention**.

### E. NOMINATIONS AND ELECTIONS

1. Nominees for any committee, Commission or office that will be elected by the Delegates must be acknowledged during **this virtual convention**.
2. Nominations for any office or committee position elected by the delegates may be made by any voting delegate, except nominations for the EPRB shall be made by a member of the AHA Board of Directors.
3. Nominees for each officer position, where there is more than one candidate, shall be given the opportunity to address the delegates in a General Session prior to voting. Each candidate's speech shall be limited to a maximum length of ten (10) minutes and shall be timed. The order of speeches by the candidates will be determined by a draw.