

ARABIAN HORSE ASSOCIATION

STANDING RULES FOR THE VIRTUAL 2023 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 (3) members in attendance 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 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 2023. 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.
5. Loss of one (1) or more member's internet connection(s) will not constitute a recess or adjournment to the Convention as long as the Presiding Officer remains connected, and a quorum is present.
6. The adoption of these Standing Rules (by a two-thirds (2/3) vote) will also adopt the additional rules included in the AHA Handbook, Chapters 8 and Chapter 9 (as applicable for the 2023 Virtual Convention). Once adopted, these standing rules may be amended or rescinded by a two-thirds (2/3) vote of Delegates.
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. Members will be notified when there are thirty (30) seconds remaining in their time.
8. 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 view of your computer and background noise.
9. 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.
10. Any Ordinary Measure that has more than two (2) choices must have a majority vote (more than half of the votes cast 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.

B. CREDENTIALS/REGISTRATION

1. All Delegates, Alternates and Members must be registered to participate in the Virtual Convention.
2. Delegates must be logged in on the virtual platform using their first and last name with a capital (D) designation in front of their first name to be recognized by the chair. "Anonymous" members will not be recognized by the chair. Delegates shall have their cameras on during the sessions of the Virtual Convention.
3. There will be an email that will be transmitted the day before the first session is called to order to all Delegates that have been registered and certified by the credentialing procedures defined in Chapter 8 of the AHA Handbook. The Credentials Committee report of the number of Delegates will be presented and adopted by the Delegates at each session.
4. Alternates that may be replacing a Voting Delegate must have their certification verified before the Convention is called to order. No Delegate may be replaced once a session has been called to order.

C. COMMITTEES

1. AHA Committee meetings were held prior to the first session of the Convention. AHA Committees that were assigned resolutions to review by the Agenda & Resolutions Committee were to report the committee's actions to AHA, immediately upon adjournment of the committee meeting. If no report was provided, the committee report will be in favor of the resolution.
2. No AHA Committee meetings will be held during the General Session, except for the AHA Executive Committee may meet if necessary.

D. 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.

E. RESOLUTIONS

1. For the 2023 Virtual Convention, the reading of all resolutions will be waived.
2. We will be utilizing an effective parliamentary process called "the Consent Agenda".
 - a. The Consent Agenda can be adopted as presented, which means that all 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. Voting on the Consent Agenda, after the items removed for consideration, will be done by Unanimous Consent. 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 item(s) that are removed from the Consent Agenda will be presented and discussed, debated, and voted on separately by Convention Delegates.
 - c. Those resolutions removed from the Consent Agenda will be dealt with in numerical sequence.
3. 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.
4. 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.

ARABIAN HORSE ASSOCIATION

5. 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. If a resolution is removed from the Consent Agenda and is presented to the Delegates for consideration, 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.
- c. The following process will be for amendments to resolutions once debate has begun:
 - i) A Delegate desiring to amend a 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.

6. The proponent (contact person) may withdraw a resolution prior to the General Session via an email submitted to: 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.

7. The effective date for approved resolutions will be determined by RULE 101 in the current AHA Handbook.

F. NOMINATIONS, ELECTIONS and VOTING

1. Nominees for the Ethical Practice Review Board (EPRB), the Nominating Committee, the Judges and Stewards Selection Committee, the Commissioner's Review Panel, and the Probable Cause Panel (PCP) that will be elected by the Delegates must be acknowledged during this Virtual Convention.
2. Nominations for any Committee or Panel positions, except for the Ethical Practice Review Board, elected by the delegates may be made by any voting delegate.
Only AHA Board of Directors members may nominate members to the Ethical Practice Review Board (EPRB)
3. The elections for the Ethical Practice Review Board (EPRB), the Nominating Committee, the Judges and Stewards Selection Committee, the Commissioner's Review Panel, and the Probable Cause Panel (PCP) will be conducted by electronic ballot that will be electronically transmitted to each Delegate. Delegates will have up to sixty (60) seconds to submit their votes for the nominee(s) of their choice on each virtual ballot using the online voting tool.
4. No officer elections will be held at this year's Virtual Convention.