



## ARIZONA FEDERATION OF REPUBLICAN WOMEN 2026-2027 SPECIAL RULES OF ORDER

### Procedure

**Procedural Authority** Pursuant to AzFRW Bylaws, Article XIII, the current edition of *Robert's Rules of Order, Newly Revised*, shall govern the AzFRW in all cases not provided for in the AzFRW Bylaws.

1. AzFRW Bylaws, Article VIII, Section 2(B)(3) requires that the voting body of the Board of Directors "shall be seated in a section apart from others who are in attendance."
2. AzFRW Bylaws Article VIII, Section 2(B)(1) mandates that "Each member shall be entitled to only one vote."

### Special Rules of Order

1. Registration: only individuals who are registered for the event will be admitted to workshops, breakout sessions, committee meetings, luncheons, evening receptions and Board of Directors' meetings. One's registration badge shall be worn at all times.
2. There shall be no audio or video recording of any portion of the meetings, luncheons, etc.
3. Material Distribution: No announcement, advertising or campaign material, etc. shall be distributed, placed at tables or on chairs without prior approval of the AzFRW President.
4. The Pledge of Allegiance to the Flag of the United States of America shall be limited to three minutes (3) including any remarks or presentation made before or after the pledge.
5. Invocations, blessings before meals and all prayers shall be limited to one minute.
6. Introductions are limited to one minute (printed biographies are in attendees' packet).
7. Discussion and Debate: Appropriate decorum shall accompany any and all discussion or debate. The President is addressed as "Madam President." Members address all remarks only to the chair and shall address other members only through the chair, such as, "Madam President may I ask the member to explain ..." Members never speak while seated. A member's remarks must be germane to the question before the assembly. Members shall refrain from attacking anyone personally. No reading from any paper or book without permission of the assembly is permitted.

Only voting members of the AzFRW Board of Directors shall have the privilege to make motions and speak in debate and/or discussion. A voting member may speak only twice to the same issue and may speak for one minute each time. A voting member will not speak a second time until all those voting members wishing to speak have spoken. A total of six minutes will be allowed for each issue up for debate and/or discussion (three minutes per side).

8. Resolutions: All resolutions, other than those brought by the Resolutions Committee, shall be submitted to the Resolutions Committee Chairman at least seven days prior to the first date of the AzFRW Meeting. Emergency resolutions shall be approved by the Resolutions Committee upon showing of urgent need and significance of subject matter.