

(SAC)
SAN ANTONIO CHAPTER MEETINGS
STANDING RULES FOR

- Rule 1 The general authority controlling the San Antonio Chapter meetings; **"Face to Face or Virtual Business Meetings"** shall be the National Constitution, Regional Bylaws, SAC-BIG Chapter Bylaws, these Standing Rules, and Roberts Rules of Order, **newly revised August 2020.**
- Rule 2 *not needed* The ~~San Antonio Chapter~~ President shall appoint a Sergeant-At-Arms whose responsibility is to assist the ~~San Antonio Chapter~~ *not needed* in maintaining order and decorum at all times to assure ~~that~~ the business of the Chapter is transacted fairly and judiciously.
- Rule 3 The Parliamentarian shall give parliamentary opinions upon request by the chair or ~~by~~ *not needed* members of the ~~San Antonio Chapter~~. Shall assist members in presenting motions to the body, if requested, to assure ~~that~~ the business of the Chapter is transacted fairly and judiciously.
- Rule 4 **Only Representatives of Chapters in good financial standing with the Chapter, Region and National office shall be seated in the Chapter or Region VI Council as voting member.** The ~~San Antonio Chapter~~ *not needed* Treasurer and Assistant Treasurer shall be responsible for the verification of eligibility of Chapter Members to be seated in a voting capacity of this body.
- Rule 5 The quorum of the ~~San Antonio Chapter~~ *not needed* is defined in the San Antonio Chapter Bylaws. If at any time after the Chapter has been called to order and is in session with less than a quorum, the Parliamentarian shall notify the ~~San Antonio Chapter~~ *not needed* President ~~that~~ the body fails to have a quorum and any and all action of the body taken after notification is unofficial and nonbinding on the Chapter. **[IAW San Antonio Chapter Bylaws - Article VI Meetings and Quorums, Section 2 – Meetings and Quorums for conducting the business of the regular San Antonio Chapter Meeting shall be Seven (7) Members in good standing, one who must be an elected Officer of the Chapter. This shall also apply to all Virtual Chapter Business Meetings.]**

- Rule 6 All business shall be brought before the Chapter by a motion of a *Why the quotes?* **"voting" member of the Chapter** or by the presentation of a communication to the ~~San Antonio Chapter Executive Committee~~ *not needed*.
- Rule 7 Chapter ~~Member(s)~~ must be recognized by the Chair of the Chapter Meeting before addressing the body. Members addressing the Chapter after being recognized by the Chair shall first state his/her name and chapter position *and/or* status as a Member in Good Standing.
- Rule 8 Before any subject is open to debate; it shall be put in the form of a motion, properly seconded and stated by the Chair. **Debate shall be restricted to voting members of the Chapter.** *non-voting* However, nonvoting members may address any subject if there is no objection from members of the Chapter. Note, During Virtual meetings this process and procedure will be strictly adhered to.
- Rule 9 After a question has been stated by the Chair, it becomes the property of the body; the maker shall not be allowed to withdraw or modify it, except by obtaining permission from the body. The maker of the motion has the right to speak to the motion before any other member of the San Antonio Chapter.
- Rule 10 Discussion shall be limited to 2 minutes for each speaker and no speaker shall speak more than twice on any one issue. No speaker shall speak a second time before each member has had the opportunity to speak.
- Rule 11 *Are the examples necessary?* **All electronic devices** (Blackberries, Cellular Phones, IPODs with Music or Chimes, and Pagers) *not needed* shall be turned off or placed on vibrate or silent mode while the San Antonio Chapter Meeting is in session. This will be monitored for compliance as necessary during virtual *not needed* San Antonio Chapter Meetings. During Virtual Meetings, the Chair may mute members to eliminate background noises as necessary.
- Rule 12 These rules shall require a simple majority vote by the *not needed* Voting San Antonio Chapter Members for adoption. These rules may also be suspended by a simple majority vote of the *not needed* San Antonio Chapter Members.