

Manitoba Dental Assistants Association
Annual Meeting Rules of Procedure

The rules are designed to facilitate the exchange of information and ensure that everyone who attends has the opportunity to be heard.

1. The rules contained in the current edition of Robert's Rules of Order Newly Revised (RONR) shall govern in all cases to which they are applicable and where they are not inconsistent with the bylaws of the Manitoba Dental Assistants Association (MDAA) or other written procedure.
2. Only members in good standing, as listed in the bylaws, have the right to vote at the MDAA meeting. The number of in-person and online voting members will be noted at the beginning of the meeting and added to the credentials report.
3. Participants will vote using the polling function. Members will have 15 seconds to cast their vote.
4. Any member may ask questions and participate in discussions by raising their hand. Members attending online can "obtain the floor" and participate in discussions by using the Q & A function online.
5. The Presiding Officer will recognize questions from the floor and online in the order in which they are identified or received through using the Q & A function online.
6. Motions can be made verbally from the floor by members who are attending in person. Motions must be in writing in the online Q & A function and identified by name of the mover. Motions submitted online will be written down by a monitor, submitted to the Chair and read aloud. If necessary, a seconder will be sought from the members in attendance.
7. A member may speak only twice to an agenda item or a motion for a maximum of two (2) minutes.
8. An agenda item or motion may normally be debated for no more than 15 minutes. Additional time may be allocated for debate on a motion by 2/3 vote of the assembly.
9. All decision will require a majority vote unless stipulated otherwise in the bylaws or RONR.
10. A parliamentarian will be available should assistance be required.

Mission Statement

To support and promote Registered Dental Assistants of Manitoba by providing resources professionally through continual transfer of up to date industry knowledge, membership resources and continuing education, thus providing quality dental healthcare.