

NATIONAL EMERGENCY NURSES ASSOCIATION



Board Policy	Annual General Meeting Standing Rules
Number of Pages	1
Approval Date	February 2016
Past Revision Dates	November 2009, January 2016
Next Revision Date	November 2018

The present Standing Rules shall apply throughout the Annual General Meeting:

1. Canada Corporations Not-For-Profit Act shall be the parliamentary authority in all cases not covered by the Letters Patent, By-laws and Regulations or present Standing Rules.
2. The order of business shall be that printed in the program. Subject to the consent of the voting members, items of business may be taken up in a different order whenever appropriate.
3. Any member may ask questions and participate in discussions.
4. Speakers shall address the chair, state their name and province/territory. The chair shall call speakers in the order in which they stand.
5. A motion may be moved only by a voting member and must be seconded by a voting member.
6. Main motions, or amendments to main motions, must be presented in written form to the President, 6 weeks in advance of the AGM, signed by the mover and seconder.
7. The author of a resolution may speak to open debate on the resolution for a maximum of five minutes, unless the assembly grants special permission. The chairperson shall use discretion in limiting or extending debate and shall announce termination of discussion five (5) minutes in advance.
8. At each annual and special meeting of the Association, the voting body shall consist of those voting members present.
9. Voting shall be by a show of hands unless a voting member demands a poll. In the event of such demand, the voting shall be by secret ballot.
10. All resolutions and motions shall be decided by a majority vote unless it is otherwise specified in the Canada Corporations NFP Act or in the By-laws.
11. In the case of a tie vote upon a motion or resolution, the chair of the meeting shall cast the deciding vote.
12. The Board of Directors shall have the authority to approve the minutes of the Annual General Meeting.
13. These standing rules shall be available at all Annual General Meetings for those requesting same.