



Members are encouraged to comment on the following policy with regard to the biennial conference standing rules. Please forward your comments via e-mail to [admin@rid.org](mailto:admin@rid.org). The deadline for comments is **May 31, 2009**.

*Background:* The rulemaking process was informally in operation between 1994 and 2003. In 2003 there was a board motion to adopt a formal procedure. That motion passed. The procedure includes the following: The board of directors may choose to authorize, by motion, submitting an issue to the membership for comment. The proposed issue or policy is printed in association publications on up to two separate occasions with a deadline for member comments. After the deadline for comments has passed, a listing of all submissions/comments received is sent to the board of directors. The issue is then again placed on the board agenda including any comments from the national office and any applicable national committee. The board then can make a final decision on the matter by adopting the proposed policy, modifying it, or determining not to proceed.

## **Biennial Conference Standing Rules**

1. The president shall preside as chair at all officially designated business meetings held at the conference.
2. The official languages of the conference are American Sign Language and English.
3. Members are requested to arrive and be seated at least five minutes prior to the opening of any business session.
4. Smoking will not be allowed in rooms designated for conference purposes.
5. No one under the age of fourteen will be allowed in plenary sessions, workshops or professional presentations. Excluded from this rule are conference social activities (luncheons, banquets, etc.)
6. Prior to the first business session, the president shall appoint a committee of five (5) voting members, representing each region, to review and approve the conference minutes within thirty (30) days of the close of the meeting.

7. The credentials coordinator shall determine at the beginning of the first business session if there are 200 or more voting members present to meet the requirements for a quorum.

8. Any voting member in good standing may submit motions and/or resolutions at the conference site. Due to time limitations at conference, however, it is highly recommended that motions and/or resolutions be submitted prior to conference. Motions or resolutions must be submitted in appropriate written format: motion, the maker, the seconder, and the rationale, a fiscal impact statement (if any), and local contact information. All motions will be received by the president, at any time during the conference, and referred by the president, with the advice and consent of the board, to the appropriate committee(s) for deliberation prior to presentation to the membership. Motions and resolutions that are submitted on-site likely will not be considered during the conference since it will be difficult to have the board, committees and staff thoughtfully consider the proposal and issue opinions during the conference. The board of directors may refer motions and resolutions not considered at a conference to committees and staff after the conference.

9. All motions and resolutions will be referred by the president to an appropriate committee or task force for review. The committee will be responsible for reviewing each motion or resolution in light of previous, present and future responsibilities and charges of the committee, the direction of the association, fiscal impact, and staff recommendations. The committee/task force chair(s) will report the recommendations of the committee: pass, defeat, no recommendation, etc.

10. The maker of the motion/resolution shall provide a rationale for the proposed action along with the submitted motion/resolution. Historical perspective, for member information, may be offered by the president or designee. Motions/resolutions proposed by bodies within the association (affiliate chapters, regions, committees/boards, member sections) must be preceded with information as to the proper notification of members, date of the meeting at which the particular motion/resolution was adopted, verification of a quorum of the body at the time which the motion was adopted for presentation, verification that a majority of the body was in favor of the action to be proposed, and a fiscal impact statement.

11. Any member in good standing may participate in discussion by approaching the designated location in front of the association, being recognized by the chair, and stating name, state of residence, and whether the member is "in support,@ "in opposition,@ or wishes to "amend" the motion under discussion. To indicate a point (Order, Question, Information, Clarification) members are to indicate such from the designated location, be identified by the chair, then state the nature of the point.

12. A maximum of five members (5) in support and/or five members (5) in opposition of the motion/resolution on the floor, may debate each debatable item. Once five members have spoken in support/in opposition to an item, no other members will be permitted to speak in support/in opposition to that item. Each member is allowed a maximum of two minutes for debate. A member may be recognized a second time to address the same issue, only if there are no other members desiring recognition to address the issue on the floor and the maximum number of five in support/in opposition has not yet been reached. It is acceptable to move to close the debate if approved by a 2/3 vote when fewer than ten members have spoken.

13. Members should apprise themselves of the history and rationale of the motion and any discussion that has already occurred with regard to the motion.

14. All voting shall be done with valid voting card/s received from the credentials coordinator. Each member may hold a maximum of one card (Certified or Associate). Each card will indicate the type of member.

15. These standing rules shall be amended or suspended by a two-thirds vote of the members present and voting.

16. These standing rules shall apply to all officially designated business meetings held at the conference.