

2017 Registry of Interpreters for the Deaf Conference
July 20-24, 2017
Hilton Salt Lake City Center
255 South West Temple
Salt Lake City, Utah

**Standing Rules of the Conference Business Meeting
of the Registry of Interpreters for the Deaf, Inc.**

1. **Applicability.** These standing rules, if adopted by the membership by a two-thirds vote, shall apply during the RID conference business meeting on July 22 and 23, 2017, and during any other business meeting that may properly be called during the conference.
2. **Date and Time of Meeting.** The conference business meeting shall be held in two parts: Part 1 on Saturday, July 22, from 6:00 p.m. to 8:00 p.m.; and Part 2 on Sunday, July 23, 2017, from 8:00 a.m. to 12:00 p.m. Additional meetings may be called if needed.
3. **Official Language.** The official language of the conference and the business meeting is American Sign Language. For the business meeting only, interpretation will be provided via communication access real-time translation (CART) in English.
4. **Civility.** RID members and guests in attendance during business meetings shall conduct themselves with utmost civility, and with respect for others. All debate and discourse during business meetings shall be focused on the matter at hand. No one may make disparaging remarks about individuals, organizations, companies, or conference sponsors.
5. **Scope of Standing Rules 3 and 4.** While Standing Rule 3 (Official Language) and Standing Rule 4 (Civility) apply to the business meetings, they shall be construed to extend to all programs and activities during the RID conference, including but not limited to plenary sessions, forums, and workshops; council, committee, task force, and member section meetings; and social events.
6. **Conduct of Meetings.** The RID President serves as chair of the business meeting and may delegate who conducts the meeting.
7. **Credentials.** On-site voting members must check in with the Credentials Committee on-site up to one hour prior to the start of the business meeting to receive their credentials. NOTE: This is a separate process from the check-in to establish a quorum for each session of the business meeting; see Standing Rules 8 and 9.
8. **Meeting Check-in.** To facilitate the establishment of a quorum, members are expected to

arrive, check in with the Credentials Committee, and be seated in the meeting room at least fifteen (15) minutes prior to the opening of any business session.

9. **Quorum.** The Credentials Committee shall determine quorum at the beginning of each business session, and shall report to the chair when there are 200 or more voting members in attendance. Once the presence of a quorum is established, the chair shall call the meeting to order.
10. **Presumption of a Quorum.** Once a quorum is established, the continued presence of a quorum is presumed unless the chair or a member notices that a quorum is no longer present. The procedure for the chair or a member to follow if a quorum no longer appears to be present is described in *Robert's Rules of Order Newly Revised*, 11th Edition, page 349, lines 8 to 28.
11. **Committee on Minutes.** A committee consisting of one member from each region, selected by the President, will review and finalize the minutes of the conference business meeting within thirty (30) days following the adjournment of the conference. The Board of Directors shall approve the conference business meeting minutes at its first meeting after this 30-day period.

12. Motions and Resolutions.

- a. Only voting members in good standing, or bodies within the association, have the right to submit motions or resolutions. Ideally, motions or resolutions should have been submitted by May 21, 2017, which was 60 days prior to the first day of the business meeting.
- b. No motions will be considered that propose to amend the RID Bylaws, or that refer to them, after April 21, 2017, which was 90 days prior to the first business meeting and the deadline for submitting such motions.
- c. Motions or resolutions proposed for the first time during the conference business meeting will be placed on the agenda under New Business, but may not reach the floor due to time limitations.
- d. All motions or resolutions, whether submitted in advance or during the conference business meeting, must be submitted in both American Sign Language and English.
- e. Submitted motions or resolutions must include the following elements:
 - Primary submitter(s)' name(s), RID membership numbers, and contact

information, typically email address and text number (NOTE: On-site contact information is required for motions submitted during the business meeting.)

- Name and RID membership number of person who is seconding the motion (if applicable)
- Submission date
- Text of the motion or resolution
- Rationale for the motion or resolution
- Estimated fiscal impact statement

- f. Motions or resolutions proposed by bodies within the association, specifically the Board of Directors, committees, member sections, or affiliate chapters, must include information as to the proper notice given to members of that body, the date of the meeting at which the motion or resolution was adopted, verification of the presence of a quorum of the body at the time which the motion was adopted, verification that a majority of the body was in favor of the action to be proposed, and a fiscal impact statement. These motions or resolutions do not need to be seconded because they come from a body.

13. Role of the Motions Committee.

- a. The Motions Committee shall receive all motions submitted in advance and from the floor, and shall assess their suitability and readiness for member consideration.
- b. The Motions Committee also shall work with motion makers to perfect wording, and shall have the discretion to consolidate motions that have the same goal. Submitters will be kept informed of the status of their submission throughout this process.
- c. All motions and resolutions submitted in advance shall be referred by the RID President, with the advice and consent of the RID Board of Directors, to appropriate committee(s) or task force(s) for review. The committee or task force 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, Board opinion and staff recommendations. The committee/task force chair(s) shall report the recommendations of the committee.
- d. All motions shall be reviewed by RID Headquarters staff for an assessment of feasibility and fiscal impact prior to membership vote.

14. Debate.

- a. **Eligibility to Debate on Motions.**
 - i. All voting members will have the opportunity to debate and comment on motions.
 - ii. Any RID member in good standing may participate in debate by approaching the designated location in front of the association, being recognized by the chair, and stating name, state of residence, membership category, and whether the member supports or opposes the motion on the floor. Non-members may observe, but may participate in the meeting only if general consent is given.
- b. It is expected that members who debate on motions shall have apprised themselves of the wording, history, and rationale of the motion, and any discussion that has already occurred with regard to the motion prior to the business meeting.
- c. **Limits on Number of Debaters.** A maximum of five (5) members in support of and five (5) members in opposition to the motion/resolution on the floor, may debate each debatable item.
- d. 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 speakers has not yet been reached.
- e. **Limit on Length of Debate.** Each member is allowed a maximum of two minutes for debate. The RID President or his designee shall enforce this time limitation.
- f. Once five members (5) have spoken in support and five members (5) have spoken in opposition to the motion on the floor, the chair shall take a vote on the motion, as explained more fully in Standing Rule 14. No more members will be permitted to speak in support of or in opposition to that motion unless two-thirds of the members present and voting approve to extend the discussion.
- g. **Points.** There are three allowable “points”: **point of order, parliamentary inquiry, and request for information.** A member who wishes to rise to a point of order, make a parliamentary inquiry, or make a request for information may do so from his or her seat. Upon being recognized by the chair, the member shall proceed to the designated location in front of the association and state the point. The chair shall rule on the point of order, answer the parliamentary inquiry, or respond to the request for information. This member shall not be counted as one of the five speakers in support of or five speakers in opposition to a motion.

Note that there is no “point of information” as is commonly assumed. This point is now known as a request for information. As its name implies, it is used to ask for information, not to give information.

- h. Notwithstanding the limit of five speakers in support of and five speakers in opposition to a motion on the floor, any member may move the previous question (i.e., to close debate and vote) at any time. If the previous question is adopted by a two-thirds vote, a vote shall be taken immediately.

15. Voting.

- a. Resolutions may be debated and amended by members in good standing who are physically present at the business meeting. When debate ends, the members present shall vote in favor or against the resolution. This requires a majority vote.
- b. Motions received in accordance with the appropriate deadlines, as well as motions from the floor, shall be debated and amended by members who are on-site at the business meeting. When debate ends, the chair shall ask members to vote whether the main motion should be sent to all voting members via referendum. This requires a majority vote.

An affirmative vote on the referendum process directs the chair to send the motion to RID Headquarters to be disseminated as a referendum within 30 days after the conclusion of the business meeting.

A negative vote on whether the main motion should be sent to all voting members via referendum shall be followed by an immediate vote on the motion itself.

- 15. In accordance with *Robert’s Rules of Order Newly Revised*, motions and resolutions that are not considered or disposed of during the conference business meeting shall die. They shall not be carried over to the next conference business meeting, but may be proposed again at the next conference business meeting.
- 16. Additional standing rules may be proposed and adopted by a two-thirds vote of the members present and voting.
- 17. Any individual standing rule may be amended or suspended by a two-thirds vote of the members present and voting. Amendments to, or suspension of, any individual standing rule must be voted on separately. It is not possible to suspend the entire set of standing rules.