

# Parliamentary Procedures and Rules of Order

## ASBA New Trustees Conference 2014



# Governance Models

- The Operational Board Model
- The Executive Board Model
- The Carver Model



# Canada Rules

- *Beauchesne's Parliamentary Rules and Forms of the House of Commons of Canada*, 6<sup>th</sup> Edition, 1989
- *Bourinot's Rules of Order*, 4<sup>th</sup> Revised Edition, 1995



# American Rules

- *Robert's Rules of Order*, 10<sup>th</sup> edition, newly revised, 2000
- O. Garfield Jones, *Parliamentary Procedure at a Glance*, 1971



# History and Use of the Rules of Procedure



# Constitutional Documents Governing a Meeting

- Constitution or incorporation documents
- Specially drafted Rules and Regulations
- Generic Rules of Order

# The Chairman of the Meeting

- Neutrality
- Fairness
- Firmness
- Humor

# Calling the Meeting to Order and Establishing the Validity of the Meeting

- Approving the rules
- Registration process
- Challenges to procedure
- Changing the rules



# The Business of a Meeting

- Motions
- Amendments, Amendments to Amendments
- Friendly Amendments, Withdrawal
- Notices of Motion
- Points of Order, Points of Information, Points of Privilege

# The Business of a Meeting

- Postponements, referrals, tabling
- Reconsideration and Rescission
- Calling the question
- Adjournment



# Questions?

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