

Ukrainian National Women's League of America Rules of Procedure for the Convention

1. The voting body of the Convention consists of the members of the outgoing National Board and Auditing Committee, honorary presidents and members, president or vice president of each Branch and Regional Council, and the branch delegates.
2. Each Member of the voting body has one (1) vote. Due to distance and with the authorization of the Executive Board, a delegate may have a proxy from her Branch, but no delegate may have more than two (2) votes.
3. The President of UNWLA opens the Convention, states the presence of a quorum, moves the adoption of the agenda, and proposes the Convention officers: the Chair, two (2) Vice Chairs, and two (2) Secretaries.
4. The Convention Chair conducts the Convention according to the agenda, reads each motion before voting, announces the result of the vote, and decides questions on point of order.
5. The voting body is seated in designated sections in the front of the assembly hall; alternates, non-voting members and guests sit in the rear.
6. Anyone wishing the floor shall state her name and affiliation.
7. Motions are submitted in writing to the Convention chair. All motions must be seconded.
8. Discussion is limited to three (3) minutes for each speaker. Additional time may be granted to a speaker by unanimous consent.
9. Questions on reports are stated once and not repeated by other speakers.
10. A debatable shall confine her speech to the pending question.
11. Anyone wishing to speak declares her intent to do so by having her name entered on a roster. Debatants will be recognized in the order of their listing. If time permits, the Chair may have a second roster drawn up.
12. No debatable shall speak a second time on a question until everyone listed has obtained the floor. The person introducing a motion has the right to speak twice: first to present it, and a second time after the last debatable.
13. Main motions may be amended by adding or striking words or entire phrases. The primary amendment may be amended again (secondary amendment). These must be discussed and voted upon in reverse order: first the secondary amendment, then the

primary amendment, and finally the main motion (as amended). To be considered, an amendment must be seconded, and it requires a majority vote for approval.

14. A motion to limit or close discussion (call for the “previous question”) requires a second and may not be debated or amended. It takes precedence over all other motions and a two-thirds (2/3) vote for approval. If a “previous question” is approved, no further discussion is permitted, and the Chair immediately calls for a vote on the motion before the assembly.
15. Resolutions are presented by the chair of the Resolutions Committee and may be amended (see paragraph 13). All resolutions must be submitted to the Committee prior to the opening session of the Convention.
16. A motion carries by majority vote except in cases where a two-thirds (2/3) vote is required.
17. Election of officers shall be by show of hands unless the voting body, by a two-thirds (2/3) vote, specifically agree to vote by ballot.