

Proposed Rules & Procedures

A motion to adopt these rules will be made at the opening plenary meeting. Amendments may be offered at this time and require a majority vote to adopt.

The rules, as proposed or amended, require a two-thirds (2/3) vote for adoption. To suspend a rule at a later time requires a two-thirds vote (2/3).

1. Admission to the Convention shall be limited to persons displaying official badges, which must be worn at all meetings of the Convention.
2. Delegates, non-voting members and visitors shall sit in designated areas.
3. Only accredited delegates representing local Leagues, MAL Units and ILO and LWVVA Board members may vote.
4. Only delegates and those authorized by the chair or the delegate body may address the Convention.
5. In debate, no person shall speak more than once until all others who wish to speak have done so; no person shall speak more than twice on the same motion, debate shall be limited to two minutes per speaker unless other procedure limits take precedence.
6. Each speaker shall use a microphone and announce name and League when addressing the Convention.
7. Main motions and amendments of substantial length must be in writing on paper included in the folders or obtained from the ushers. One copy shall be sent to the presiding officer and one copy shall be retained by the maker of the motion.
8. When a vote is in progress the doors to the meeting room shall be closed and no one may enter or leave.
9. Only announcements that relate to the business of the Convention or the welfare of the participants shall be made.
10. The procedure for program adoption shall be as follows:

A program item that is submitted by a local League at least three months before convention but not proposed by the state board may be adopted only if its consideration is ordered by majority vote of the convention at the first plenary session and the proposal receives a three-fifths (3/5) vote at a subsequent session (this is considered a “not-recommended” program item)

- A motion to consider any concurrence statements must receive a majority vote by delegates on the first day and two-thirds (2/3) vote to amend or adopt a state League position by concurrence on the floor of convention on the second day during program consideration.
- At the plenary meeting on Saturday, the proposed [recommended] LWV-VA program for 2011 -2013 shall be presented by an LWV-VA Board member. Questions for clarification only will be in order. No motions or debate are in order at this time. Delegates may move for consideration of not-recommended issues received by the deadline with their presentation limited to three minutes. A delegate may request a statement from a LWV-VA board member as to why an item was not recommended, with a limit of two minutes for the answer.

- Proposals for concurrence consideration may be presented at this time. In order to make such a motion, a League must have met the conditions required for concurrence prior to convention.
 - After all of the not-recommended items have been offered, the vote for consideration of each item will be taken in the order in which the items were presented for consideration. Announcement of the vote result shall be made immediately after the vote on each item.
 - Debate and action on not-recommended program items and the proposed program will take place at the Sunday plenary session. A three-fifths (3/5) vote is required to adopt not-recommended items, except that adoption of an item for concurrence requires a two-thirds vote (2/3). A simple majority vote is required to adopt recommended program items.
11. The minutes of the Convention shall be approved by the LWV-VA Board after review by a committee appointed by the chair to review and correct the minutes.
 12. Voting Procedures during Plenary Sessions. Each delegate receives vote cards at the credentials table. The red and green vote cards are numbered 1-4, with green=yes and red=no. Generally, the first vote on an issue is a voice vote or sometimes a standing vote. If the outcome is not clear, then there may be a vote where delegates count off person by person. If the outcome still remains unclear, then there will be a card vote. The president will indicate the number of the card to be used and will announce the instructions for the vote. The appropriately numbered card must be used or your vote will be invalidated. The Elections Committee appointed at the first plenary session is responsible for collecting the voting cards, counting them and reporting the results to the president.
 13. Each delegate representing a local League, or Member-At-Large (MAL) unit shall be entitled to vote only if that League has met its per member payment responsibilities. Representatives from Leagues not paid in full will not have the privilege of the floor, the right to vote or the right to make motions unless a special consideration is given by the Convention. The convention shall be the sole judge of whether a delegate is qualified to vote.
 14. Thirty percent of the possible number of voting delegates other than members of state board shall constitute a quorum provided that a majority of local Leagues are represented.
 15. Announcements shall be made only by persons designated to do so.
 16. No smoking in Convention meeting rooms.
 17. Cell phones shall be turned off or muted during plenary, workshops, caucuses and the banquet.