**March 7, 2023**

**Parliamentarian Rules References**

**ARTICLE 1 – GENERAL**

**Section 2(b):** To promote cooperation among the entire band program, school authorities and other school organizations and the community.

**Section 3-4:** These Bylaws shall govern all proceedings of the Band Boosters, except as otherwise provided by the rules and regulations of OHS, NISD and/or the University Interscholastic League (hereinafter “UIL”).

**ARTICLE III – OFFICERS AND BOARD:**

**Section H (4):** The Parliamentarian shall: Enforce that the Board and Boosters abide by its Bylaws and Robert’s Rules of Order. Any violations will be recorded by the parliamentarian and reported to the Board for corrective action. If actions are repeated or not corrected, the parliamentarian shall report violations to the general membership at the next general meeting.

**ARTICLE IV – MEETINGS:**

**Section 6:** In all instances not provided for in these Bylaws, the rules of order and Parliamentary procedure contained in Robert’s Rules of Order Revised shall govern conduct at meetings.

**Parliamentary Authority: Robert’s Rules of Order, Newly Revised, Tenth Edition, 2001**

**III. Basic Principles of Parliamentary Procedure**

* All members have equal rights, privileges and obligations.
* A quorum must be present for the group to act.
* Full and free discussion of every motion is a basic right.
* Only one question at a time may be considered, and only one person may have the floor at any one time.
* Members have a right to know what the immediately pending questions is and to have it restated before a vote is taken.
* No person may speak until recognized by the Chair.
* Personal remarks are always out of order.
* A majority decides a question except when basic rights of members are involved.
* A 2/3’s vote is required for any motion that deprives a member of rights in any way
* Silence gives consent. Those who do not vote allow the decision to be made by those who do vote.
* The Chair shall always remain impartial.

**VII. General Rules of Debate**

* No members may speak until recognized by the Chair.
* All discussion must be relevant to the immediately pending question.
* No member may speak a second time until every member who wishes to speak has had the opportunity to do so.
* No member can speak more than twice to each motion.
* All remarks must be addressed to the chair, no cross debate is permitted.
* Debate must address issues not personalities – no one is permitted to make personal attacks or questions the motives of other speakers.
* Members may not disrupt the assembly.

**Discipline Procedure:**

* Members are allowed **ONE** warning for out of order behavior or conduct
* If the member continues to repeat behavior that is ruled out of order, the presiding officer will take the conduct to the membership and call for a vote to remove that member from the meeting. This requires a majority vote.
* If the motion passes, the member will be asked to leave the meeting voluntarily.
* If the member refuses to leave, our administration along with the campus officer will escort the member from the meeting.