



STANDING MEETING RULES

In addition to Bourinot's Rules of Order, the Board has made additional rules to ensure the Annual General Meeting flows in a timely, orderly manner.

1. Registrants introduce themselves when addressing the meeting with their registration number and their name.
2. They may ask one question and one follow up question in relation to an agenda item.
3. Bourinot's Rules of Order are the parliamentary authority in all instances not covered by the bylaws or policies.
4. The meeting is conducted in a harassment free, respectful environment.
5. Motions may be introduced by any voting registrant (full licensed dietitian). The first voting registrant to raise their hand will be recognized by the President at which time the voting registrant must verbalize the motion. The President will confirm the motion.
6. Motions must be seconded by any voting registrant (full licensed dietitian). The first voting registrant to raise their hand will be recognized by the President and verbalize that they second the motion.
7. During the debate: The voting registrant who introduced the motion is entitled to speak first. Voting registrants are entitled to speak only once, for a maximum of two minutes, on a debatable motion, unless permission to the contrary is given by the assembly.
8. All comments must be directed to the President, who presides as the chair of the meeting. Online comments submitted in the "chat function" of the Zoom platform will be received and read aloud.
9. Total debate shall not exceed 15 minutes unless two thirds of the voting registrants decide to extend the debate.
10. Voting: Per bylaws, "temporary members" may attend and participate in meetings as a non-voting member. Temporary members are not permitted to vote.
11. Voting registrants may use the "poll feature" of the Zoom Platform to cast their vote.
12. Motions are decided by a majority vote unless otherwise indicated. A majority vote is more than half of the voting registrants who are present online or by proxy.
13. In the case of a tie vote, the President will cast the deciding vote.
14. Members of the public may only ask questions. They may not make motions, vote or participate in debate.

The Nova Scotia Dietetic Association

301-380 Bedford Hwy

[T] 902-493-3034

Bedford, NS B3M 2L4

[E] info@nsdassoc.ca

www.nsdassoc.ca