

SR-II. BUSINESS AND DEBATE.

- A. *The adoption of the order of business of the Delegate Assembly shall be the first item of business at the first business meeting of the Assembly.*
- B. *All sessions of the Delegate Assembly shall be conducted in accordance with provisions of the KEA Constitution, Bylaws, and Standing Rules. Matters not specifically covered in these documents shall be governed by Robert's Rules of Order Newly Revised.*
- C. *There shall be an official parliamentarian, appointed by the President, to whom questions may be directed only through the presiding officer. If deemed advisable, referrals of questions may be made by the presiding officer to the Compliance/Constitution Committee, for advisory interpretation.*
- D. *Any delegate recognized by the chair shall give his/her name and association and shall indicate whether speaking as an individual, or as a spokesperson for the local delegation, before speaking to a point under discussion. No member shall speak and/or be recognized in debate more than twice to the same question during the same meeting, nor longer than three (3) minutes at one time, unless permitted by majority vote of the Delegate Assembly. A speaker may yield only the unused portion of his/her allotted time to another delegate.*
- E. *A roll call vote shall be taken only after approval, by a standing vote, of one-third of the delegates present. The doors shall be closed while a roll call vote is being taken.*
- F. *New business items shall be processed and supervised by the Compliance/Constitution Committee. New business items relating to procedural operation of the Delegate Assembly may be introduced and acted upon prior to the close of each business session. New business items shall be submitted to the Committee no later than 12 noon on Thursday of the Annual Meeting. New business items shall be numbered in the order received and shall include the name and association of the contact person.*
- G. *All Constitution and Bylaw changes proposed to the Delegate Assembly shall be voted on by secret ballot.*
- H. *New business items adopted by the Delegate Assembly shall remain in effect (1) until a specified expiration date; or (2) until it is implemented; or (3) until it is rescinded by a subsequent Delegate Assembly. New business items of the Association presented at the direction of the Board of Directors may be debated and acted upon at any business meeting of the Delegate Assembly. If a new business item which has budgetary implications is adopted it will be referred to the following year's committee on Program and Budget for implementation unless the Delegate Assembly amends the current budget or the proposed budget to provide funding.*
- I. *Submission of Proposed Constitution and Bylaw Amendments.*
 - (1) *Proposed amendments to the Constitution and Bylaws must be accompanied by supporting rationale at the time of submission to the Compliance/Constitution Committee and must appear in a publication to all members prior to the Delegate Assembly.*

SR-III. NOMINATIONS.

- A. *Nominations for each office to be filled by the Convention delegates shall be limited to one nominating speech of three (3) minutes and one seconding speech of one (1) minute for each nominee. Delegates may yield the floor to non-delegate members for the purpose of making or seconding nominations.*
- B. *Acceptance speeches by nominees shall be limited to three (3) minutes.*
- C. *After nominations for an office have been closed and if only one person has been nominated for that position, the Compliance/Constitution Committee shall move that the individual be elected by acclamation. If the motion passes the nominee shall be certified as elected.*

SR-IV. REPORTS.

- A. *Each standing committee shall present an annual report in writing which shall be published on the KEA website at least one week prior to the first business meeting of the Assembly.*
- B. *Adoption or acceptance of committee reports does not include the approval of any requested appropriation.*
- C. *The adoption of the budget shall be by vote of the Delegate Assembly after consideration of all new business items.*

SR-V. DISTRIBUTION OF MATERIALS.

- A. *No campaign literature or related material may be distributed or posted within the seating area of the Assembly.*
- B. *General distribution of printed material in the Assembly and/or adjacent lobbies (within 50 feet) of the area in which the Annual Meeting is held shall require clearance with the chairperson of the Compliance/Constitution Committee. Identification shall be printed on such material.*

SR-VI. AMENDMENTS.

- A. *Standing Rules may be amended by majority vote at the first business session of any meeting of the Delegate Assembly provided that such amendments have been submitted in accordance with Standing Rule VII.*

SR-VII. SUBMISSION OF PROPOSED STANDING RULES.

- A. *Submission: Amendments to the Standing Rules may be proposed to the Delegate Assembly by one of the following methods.*
 - 1. *By a local delegation in the Delegate Assembly whose concurrence in the proposed amendment is evidenced either by a majority vote of those delegates present and voting in such delegation at a regularly called meeting of the delegation held in connection with the April meeting or by petition signed by a majority of the members of such delegation.*
 - 2. *By petition signed by at least twenty-five (25) registered delegates and submitted to the Compliance/Constitution Committee for presentation to the Delegate Assembly.*
 - 3. *By a majority vote of the Compliance/Constitution Committee.*
 - 4. *By an individual member.*
- B. *Time for Submission and Notice:*
 - 1. *Proposed amendments to the Standing Rules shall be presented in writing to the Compliance/Constitution Committee, and must be received by the Committee no later than January 15th, or if January 15th falls on a weekend or holiday, by the first business day after January 15th preceding the annual meeting.*
 - 2. *The text of the proposed amendment along with the name and the local of the contact person shall be printed in an official publication sent to all members.*
- C. *Suspension of Standing Rules:*
 - 1. *By a motion from the floor, a standing rule may be suspended or amended without notice by a two-thirds vote of those present and voting.*