

APPENDIX B (General Operating Bylaw)

RULES OF ORDER

The following Rules of Order shall apply to a Meeting of Members of the CBAC:

Every sitting shall be opened and closed with prayer.

Persons invited to a seat may speak on all subjects under debate, but vote on none.

No Person shall speak more often than twice on any motion, unless by permission of the body.

Motions properly put to a Meeting of Members and defeated by Registered Delegates will be recorded in the minutes.

That the question be now put is not debatable and if resolved by a two-thirds (2/3) affirmative vote by Registered Delegates, the pending question shall be put forthwith without debate, and if the first mentioned motion is defeated, the debate on the pending questions shall continue until otherwise ended.

There shall be a three (3) minute time limit for each speaker.

There shall be forty-two (42) minutes for each issue under debate unless permission for extension is granted by the body on motion approved by a two-thirds (2/3) affirmative vote by Registered Delegates. The motion to extend is not debatable.

Items of business to be added to the agenda shall be given in writing to the Executive Minister at least twenty-four (24) hours before presentation for debate.

Immediately after the opening of the Meeting of Members, these rules shall be read audibly and distinctly from the Chair.

In matters not addressed by these Rules of Order, *Robert's Rules of Order* (current edition) will prevail.