

**Indiana Soccer
Special Rules of Order
and
(Proposed)
Standing Rules
of the
Annual General Meeting**

February 20, 2021



SPECIAL RULE OF ORDER

(Adopted February 2006)

The Board of Directors is authorized to correct article and section designations, punctuation, and cross-references and to make such other technical and conforming changes as may be necessary to reflect the intent of the Association in connection with The Indiana Soccer Bylaws.

STANDING RULES

(established to accommodate the 2/20/2021 virtual Annual Meeting of the Indiana Soccer Association)

Rules of Debate

1. Speakers will be limited to three (3) minutes each and may not speak more than twice to the same issue. No person may speak more than once until all others have had an opportunity to speak at least once. The members may vote at any time to further limit debate. A timekeeper may be appointed by the chair.
2. The privilege of debate on the floor of the AGM is limited to the Board of Directors and voting members. Individuals who are not members may speak if requested to do so by majority vote. Only members may make or second a motion.
3. There are no proposed by-law changes, and there is no contested election for board seats and as such there is no need to provide for a weighted vote count. All required voting will be for board member ballots and/or roll call. Each voting member will be able to participate in the voting process by using the voting/polls that will appear on screen during the virtual meeting if needed.

Making a Motion

1. All motions must be read into the record via Zoom and a copy uploaded using the zoom meeting chat function or presented via email to the state office at dave@soccerindiana.org with an email copy sent to angel@soccerindiana.org . The person making the motion will be required to announce which method they elected to use to provide the written copy of the motion. The motion must include name, club number and club officer making the motion.
2. Begin each motion with "I move,"

AGM Minutes Approval

The minutes of the AGM shall be approved by the Indiana Soccer Board of Directors within ninety (90) days of the adjournment of the meeting. The approved minutes shall be posted on the Association's website and included with the following year's AGM for their review and possible corrections.

Elections

The Governance Committee shall:

1. Recommend the Standing Rules at the Indiana Soccer AGM

2. Establish and verify the total number of affiliated organizations who are members in good standing of Indiana Soccer
3. Establish the number of votes eligible to be cast
 - a. Conduct a roll call of only the clubs who are known to have signed in
 - b. Ask for any late arrivals
4. Present all credential reports (update as necessary to account for new/ late arrivals)
5. Serve as tellers
6. Present the tellers report

Voting Procedure for Candidates at the Annual General Meeting

Pre- election Procedure

1. The Governance Committee shall present the nominees.
2. The candidates shall be listed on a pre- printed ballot unless there is one candidate for each available seat.
3. Candidates shall be listed on the ballot in alphabetic order if there are more than one candidate for each available seat.
4. Two blank lines will be provided on the pre-printed ballots for write-in votes if there are more than one candidate for each available seat.
5. Each candidate shall be provided three minutes to address the membership; speaking in alphabetic order
6. Candidates may use a designated speaker or, candidates may personally address the membership. Only one person may address the membership on behalf of the candidate.
7. There shall be no questions put to the candidates.

Election Procedure

1. The initial single ballot will list all candidates with the exception of candidates to fill vacancies.
2. Members may vote for no more than the number of Director positions to be filled.
3. A majority of votes cast shall elect.
4. The vote shall be conducted until such time as all Director positions have been filled by majority vote.
5. If the number of candidates is equal to the number needing to be elected, a voice vote may be taken.
6. All ballots will be destroyed immediately after the AGM adjournment.