

Kiwanis

California-Nevada-Hawaii District

2008 Proposed Amendments for the 88th Annual District Convention



The proposed amendments will be presented for action to the delegates of the 88th Annual Convention of the California-Nevada-Hawaii District of Kiwanis International in Anaheim, California on Friday, August 15, 2008, and will not be effective unless adopted by the delegate body meeting as a House of Delegates.

Standing Rules for the House of Delegates

at the 88th Annual Convention

California-Nevada-Hawaii District of Kiwanis International

Rule 1: Admission to the House of Delegates shall be only to certified delegates identified by their delegate ribbon and the Delegate Admittance Card issued to each delegate by the Credentials Committee upon certification, both of which shall be required.

If a delegate leaves the House of Delegates, the delegate must leave through the "pass out" door, surrender the ballot to the sergeant-at-arms and receive a pass out pass. In order to return to the House of Delegates, the delegate shall surrender the pass at the same door by which the delegate left, and receive the ballot. Re-entry will not be allowed if the ballot surrendered has a missing ballot for votes not yet cast.

Rule 2: The House of Delegates shall not be closed.

Rule 3: The Credentials Committee shall report the number of delegates registered and clubs represented as indicated in the official convention program.

Rule 4: Any main motion or amendment offered from the floor shall be written in English, signed by the maker and seconder, and be presented to the District Secretary before it is moved.

Rule 5: No delegate shall speak more than once on the same subject nor longer than two minutes without permission of the assembly granted by a two-thirds vote without debate. However, the maker of any motion may be recognized by the Presiding Officer for rebuttal purposes, but for no longer than one minute.

Rule 6: The maker of a motion shall be entitled to speak first in support of such motion or may immediately yield the floor to another delegate.

Rule 7: A motion which terminates debate on any main motion pending before the House of Delegates shall not be in order until at least 10 minutes of debate has elapsed on that particular main motion. This minimum time requirement does not apply to, nor does it include, debate on amendments to the main motion or any other secondary motions. A motion which terminates debate on any secondary motion such as amendments and motions to refer shall not be in order until at least 5 minutes of debate has elapsed on that particular secondary motion.

Rule 8: Debate shall alternate between those speaking for and those speaking against a motion.

Rule 9: Floor microphones shall be designated by number. Speakers "for" a motion shall use microphone number one (#1), and speakers "against" a motion shall use microphone number two (#2). The chair shall recognize microphones in rotating order.

An assistant sergeant-at-arms shall be positioned at each microphone to relay to the chair priority motions, such as a point of order, a point of information, etc.

Rule 10: A delegate who has debated a pending motion, either pro or con, and who still has the floor, may not then immediately make any motion that will terminate further debate on the motion, without first yielding the floor to another speaker.

Rule 11: Each candidate for an office to be filled by the House of Delegates shall be limited to one self nominating speech and to one seconding speech (all from the platform and none from the floor) as prescribed in the District Bylaws as follows:

	<u>Nominating Speech</u> <u>Maximum Time</u>	<u>Seconding Speech</u> <u>Maximum Time</u>
<u>Office</u>		
Governor	5 minutes	2 minutes
Governor-elect	5 minutes	2 minutes
International	5 minutes	2 minutes
Endorsement		

Nominating speeches may not be waived. Unused time may not be transferred to another speaker. In the event of a run-off election, each of the candidates involved shall return to the stage before the next ballot to present remarks not to exceed two (2) minutes.

No person or persons shall appear on stage either before, during or after a nominating speech or seconding speech, who would appear to be there on behalf of or opposed to a candidate, except for the candidate or the one seconder as the case may be.

Rule 12: The rules contained in the 10th edition of "ROBERTS RULES OF ORDER, NEWLY REVISED," shall govern the convention and House of Delegates in all cases to which they are applicable, and in which they are not inconsistent with the District Bylaws and these Standing Rules.



Robert's Rules of Order -Newly Revised Basic Parliamentary Procedure at a Glance

"Parliamentary procedure is the equal and exact justice for all." --Thomas Jefferson

Parliamentary procedure is used to serve an organization during its meetings and should not be used to hinder the process of the meeting. Please note: the below rules are subject to the provisions of the Standing Rules of the House of Delegates.

PUTTING A MOTION ON THE FLOOR: To make a motion or an amendment to a motion, a club delegate must go to the microphone, be recognized by the presiding officer (District Governor), state his/her name and club, then state the motion (or amendment to the motion). The motion (or amendment) is seconded from the floor. The presiding officer then places the motion before the House for discussion. The club delegate may speak to the motion (or amendment) first. Note: Once a motion is placed before the House by the presiding officer, it is under the control of the House and does not belong to the delegate making the motion. For example, it cannot be withdrawn later without permission of the House.

SECONDS TO MOTIONS: It is not necessary to agree with a motion to second it. A second only implies that there is more than one person who wishes to discuss the motion. If a motion is coming from the District Board or a committee, it does not need a second from the floor.

AMENDMENTS TO MOTIONS: A motion that is on the floor may have two amendments pending at one time. However, the first amendment must relate to the main motion and the second amendment must relate to the first amendment to the motion.

REFER OR POSTPONE: A motion to postpone or refer to a committee can be made while a motion or an amendment to a motion is pending.

CLOSE DEBATE or CALL THE QUESTION (same motion): A delegate must go to a microphone and move to close debate or call the question. The motion needs a second. There is no discussion, and it takes a two-thirds (2/3) vote of the delegates present and voting to pass. After the motion to close debate or call the question is approved, there will be an immediate vote on the pending motion.

TABLE A MOTION: A motion to table ("lay on the table") is not used to kill the motion on the floor and is not used to postpone consideration of the motion. If a delegate does not like the motion, he/she should vote against it. If a delegate wishes to discuss the motion at another time, he/she can move to postpone or to refer the motion to a committee (see above). There is no motion such as "table until xxx time." (Instead, the correct motion would be "postpone until xxx time.") *A motion to table is used only in an emergency.*

POINT OF ORDER: If a delegate believes there was a breach of parliamentary procedure, he/she may rise to a point of order. If the point of order refers to an action made by someone other than the presiding officer, the delegate should give the presiding officer time to correct the problem before interrupting with the point of order.

If a delegate wishes to make a motion and is not sure how to proceed, the delegate should ask the presiding officer.

Proposed Amendments to the Bylaws of the California-Nevada-Hawaii District of Kiwanis International

Proposed Amendment #1:

Proposed by: The District's Board of Trustees

Purpose: To reinstate a one-year term for the Office of District Treasurer and to refine the election procedures for the Office of District Treasurer.

CNH Board Position: The District's Board of Trustees is proposing this amendment for the following reasons:

- ❑ The District amended our Bylaws in 2005 to provide for a change in the way our District Treasurer is elected and to ensure the District Treasurer is a qualified candidate. This change also provided for a two-year term for the Treasurer. Although Kiwanis International approved this Bylaw change, they have since notified our District that a two-year term for the office of Treasurer is not permissible under the International Bylaws.
- ❑ The change in the composition of the Selection Committee is being recommended as elected Trustees now are members of the CNH Board of Trustees and should therefore be appointed as members of the Committee.
- ❑ Kiwanis International requires that the Board-designate approve the appointment of officers for the coming administrative year.

The following amendment of the Bylaws is proposed:

ARTICLE XI. NOMINATION AND ELECTION OF OFFICERS

Section 4. The nomination and election procedures for Treasurer shall be as follows:

- a. The Treasurer shall be elected at ~~the even year~~ *each* annual District conventions for a period of ~~two (2)~~ one year consisting of the next administrative years, beginning on October 1, ~~2006~~.
- b. All candidates for the office of Treasurer shall submit notice of candidacy to the District Secretary on forms required by District not later than forty (40) days prior to the opening day of the annual District convention. The District Secretary also shall distribute notice of the candidacy, copies of the candidate's qualifications and

information, and notice of the election as required by District Policies.

- c. A candidate for the office of Treasurer must have financial or management qualifications as defined by District Policies.
- d. The Treasurer shall be a member of the Board Finance Committee. The Treasurer shall not be assigned as the chair of any committee.
- e. The selection of the candidate for Treasurer shall be made by the Treasurer Selection Committee within one to three days prior to the opening day of the annual District convention. The Governor shall set the days, times and places for the selection and election.
- f. The Treasurer Selection Committee shall consist of the Governor, Governor-elect, Immediate Past Governor, District Treasurer (unless the Treasurer is a candidate for the office of Treasurer), two (2) ~~Lt. Governors~~ members of the Board of Trustees and the chairman of the Past Governors Committee shall chair the Selection Committee. The Committee shall receive copies of all applications and attachments received by the District Secretary.
- g. The selection of the Treasurer by the Treasurer Selection Committee shall be by written ballot. A two-thirds (2/3) vote of all valid votes cast shall be necessary for the selection of the Treasurer. In the event that the ballots cast do not show a two-thirds (2/3) vote of all valid votes cast for any candidate, further balloting for such office shall continue. Prior to the second ballot, if there are more than two candidates, the nominee having the lowest vote on the first ballot shall be dropped; and on each succeeding ballot, the same procedure shall be followed until only two (2) candidates remain, or a candidate shall have received a two-thirds (2/3) vote of all valid votes cast. Five (5) members of the Committee shall constitute a quorum for the selection of a candidate.
- h. The candidate selected by the Treasurer Selection Committee ~~must be elected at the convention~~ shall be appointed by the Governor-designate as Treasurer-designate at the District Convention and approved by a majority vote of the Board of Trustees-designate. If such candidate does not receive a majority vote, the Treasurer Selection Committee shall reconvene, select and submit a new candidate.

- i. Except for a Treasurer appointed to fill a vacancy for a period of less than one year, no person shall serve as Treasurer for more than four (4) years.

ARTICLE V. OFFICERS

Section 2. The terms of all District officers other than Trustees and the Secretary ~~Treasurer~~ shall begin on the first (1st) day of October of each year and continue for one (1) year, or until their successors shall be duly elected and qualified. The terms of all Trustees shall begin on the first (1st) day of October and shall continue for three (3) years, or until their successors shall be duly elected and qualified. No Trustee shall be elected to serve more than one (1) three (3) year term; provided however, if a Trustee shall have served as a Trustee for two (2) years or less during the initial transition period to regions, or as a replacement for a Trustee who resigned or was replaced, then in that case, such Trustee shall be eligible to stand for election to a full three (3) year term. In no case shall a Trustee serve more than five (5) years on the District Board of Trustees. ~~The term of the Treasurer shall begin on the first (1st) day of October of each even numbered year and continue for a two (2) year period, or until the Treasurer's successor shall be duly elected and qualified.~~

Proposed Amendment #2:

Proposed by: The District's Board of Trustees

Purpose: To refine the election procedures for the Office of District Trustee.

CNH Board Position: The District's Board of Trustees is proposing this amendment for the following reasons:

- ❑ A number of language changes have been made to clarify the Bylaws.
- ❑ The longer window of time for regions to hold their elections gives more flexibility in meeting dates.
- ❑ The Board suggests adding language to clarify that current Lt. Governors are eligible to run for the office of Trustee.

The following amendment of the Bylaws is proposed:

ARTICLE V. OFFICERS

Section 2. The terms of all District officers other than Trustees and the *Secretary Treasurer* shall begin on the first (1st) day of October of each year and continue for one (1) year, or until their successors shall be duly elected and qualified. The terms of all Trustees shall begin on the first (1st) day of October and shall continue for three (3) years, or until their successors shall be duly elected and qualified. No Trustee shall be elected to serve more than one (1) three (3) year term; provided however, if a Trustee shall have served as a Trustee for two (2) years or less either (a) as a replacement for a Trustee who resigned or was replaced, or (b) as a Trustee during the initial transition period to regions, ~~or as a replacement for a Trustee who resigned or was replaced,~~ then in that case, such Trustee shall be eligible to stand for election to a full three (3) year term. In no case shall a Trustee serve more than five (5) years on the District Board of Trustees. ~~The term of the Treasurer shall begin on the first (1st) day of October of each even numbered year and continue for a two (2) year period, or until the Treasurer's successor shall be duly elected and qualified.~~

ARTICLE XI. NOMINATION AND ELECTION OF OFFICERS

Section 5. The nomination and election procedures for Trustees shall be as follows:

- a. ~~In March of 2008, the Lieutenant Governors of each division in a region that shall have been delineated by the Board of Trustees shall hold, not later than the third week in March, a regional conference for the~~

purpose of electing a Trustee from such region. Thereafter, the Trustee from each region shall hold, not later than the third week in March On or after the 1st day of November, and before the 1st day of May next preceding the expiration of such Trustee's term, the term of each Trustee, such Trustee shall schedule a regional conference for the purpose of electing a new Trustee from such region. The time and place of this regional conference shall be designated by a majority of the ~~Lieutenant Governors or the Trustee, as the case may be,~~ the Trustee from such ~~Region~~ region. Written notice shall be sent, not later than thirty (30) days prior to the regional conference, to the president of each club in such region, and to (1) all Past Governors of this District, Past Trustees and Past (2) past Trustees, and (3) the current and all past Lieutenant Governors from said region who are active, senior, or privileged members of a club in such region which is the primary club of such Past Governors, Past Trustees and Past Lieutenant Governors.

- b. The personnel of the regional conference shall be the president and immediate past president of each club in the region, or their duly elected alternates, the Lieutenant Governor of each division in the region, and all Past Governors, Past Trustees and Past Lieutenant Governors of the divisions in the region who are active, senior or privileged members of a club in the region which is the primary club of such Past Governors, Past Trustees and Past Lieutenant Governors.
- c. The representatives present, representing not less than two-thirds (2/3) of the clubs of such region, shall constitute a quorum at the regional conference, and each club shall have one (1) vote for each representative present not to exceed two (2) votes per club. The current Lieutenant Governors and the Past Governors, Past Trustees and Past Lieutenant Governors in attendance at the regional conference shall each have the privilege of the floor without the right to vote.
- d. The current Trustee of such region shall be the chairman of the regional conference unless such Trustee is a candidate for election as Trustee. ~~In~~ March of 2008, the current Lieutenant Governors shall elect a chairman of the regional conference from the Past Lieutenant Governors from the divisions ~~within the Region~~. In the absence of a ~~Past Lieutenant Governor,~~ the Trustee, the conference shall elect one of its members as chairman. The conference shall elect one of its ~~number~~ members as secretary, and such tellers as may be necessary. ~~For all regional conferences after 2008, the Trustee for such region shall be the chairman~~

~~of the conference unless such Trustee is a candidate for election as Trustee.~~

- e. Upon completion of organization as above outlined, the conference shall proceed to elect a Trustee from such region. A majority of all valid votes cast shall be necessary for election. In the event that no candidate receives a majority of valid votes cast, a new election shall take place immediately, and the person receiving the fewest number of votes shall be eliminated. This procedure shall be followed until one (1) person receives a majority of all valid votes. No person shall be submitted to the conference as a candidate for Trustee without the consent of said person first being obtained. Each candidate for Trustee shall give assurances of a willingness and ability to carry out the duties and responsibilities of the office of Trustee.
- f. No person shall be eligible to ~~serve~~ run for election as Trustee unless such candidate (1) has served, or is currently serving, as a Lieutenant Governor of a division in the District; (2) has been a member of a club within the District for at least five (5) years; (3) is currently ~~be~~ an active, senior or privileged member in good standing of a club within the region from which such candidate is to be elected, which club is the primary club of such candidate; (4) has been endorsed as a candidate for Trustee by the candidate's primary club; and (5) ~~such candidate~~ has given assurances of his/her willingness and ability to carry out the duties and responsibilities of the office of Trustee.
- g. The regional conference shall be guided by the principles, traditions, and precedents of Kiwanis International in its election of officers, and particularly consider the ability, service, and experience in Kiwanis of a proposed candidate.
- h. The Lieutenant Governors or the Trustee, as the case may be, from the region shall certify the results of the election to the District Secretary and Kiwanis International immediately following the regional conference.

Notes



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