

## **ROBERT'S RULES OF ORDER NEWLY REVISED (RONR)**

### **RULES RELEVANT TO THE ISSUE OF WHETHER THE ARKANSAS REPUBLICAN STATE CONVENTION MAY CONSIDER TIMELY FILED PROPOSALS EVEN IF NOT APPROVED BY COMMITTEE AND DISTRIBUTED BY THE PARTY**

#### REGULAR MEETING

9:1 The term regular meeting (or stated meeting) refers to the periodic business meeting of a permanent society, local branch, or board, held at weekly, monthly, quarterly, or similar intervals, for which the day (as, "the first Tuesday of each month") should be prescribed by the bylaws and the hour and place should be fixed by a standing rule.

9:2 If, instead, an organization follows the practice of scheduling the day, hour, or place of its regular meetings by resolution, notice (also referred to as the call of the meeting) must be sent to all members a reasonable time in advance of each regular meeting.

#### SPECIAL MEETING

9:13 A special meeting (or called meeting) is a separate session of a society held at a time different from that of any regular meeting, and convened only to consider one or more items of business specified in the call of the meeting. Notice of the time, place, and purpose of the meeting, clearly and specifically describing the subject matter of the motions or items of business to be brought up, must be sent to all members a reasonable number of days in advance. The reason for special meetings is to deal with matters that may arise between regular meetings and that require action by the society before the next regular meeting, or to dedicate an entire session to one or more particular matters.<sup>4</sup> As in the case of a regular meeting, the session of a special meeting in an ordinary society is normally concluded in a single meeting, unless the assembly at the special meeting schedules an adjourned meeting (see below).

9:15 The only business that can be transacted at a special meeting is that which has been specified in the call of the meeting. This rule, however, does not preclude the consideration of privileged motions, or of any subsidiary, incidental, or other motions that may arise in connection with the transaction of such business or the conduct of the meeting. If, at a special meeting, action is taken relating to business not mentioned in the call, that action, to become valid, must be ratified (see 10:54–57) by the organization at a regular meeting (or at another special meeting properly called for that purpose).

#### SPECIFIC RULES ON CONVENTIONS - APPROVAL OF PROGRAM/ORDER OF BUSINESS

59:13 Each of these committee reports is debatable and amendable. In an ordinary convention of a society, however, debate or proposals for amendment of any of them seldom occur, and the reports are likely to be adopted without dissenting vote—if the committees have done their work well. (The vote required for their adoption is a majority for the reports of the Credentials Committee and the Program Committee, and normally a two-thirds vote for that of the Committee on Standing Rules, as explained in 59:34–35.) With the adoption of these three separate reports, the convention is officially organized for conducting business.

59:48 The Program Committee plans and submits the proposed schedule of meetings, proceedings, and special events of the convention. When the program is adopted by the voting body, with or without amendment, it becomes the order of business of the entire convention session (41). The program also commonly includes—interwoven throughout the convention timetable—a series of addresses, forums, workshops, exhibits, tours, and other activities designed for membership-training, motivational, or entertainment value.

59:58 If last-minute changes in the program have become necessary, the chairman can make his report by saying: “Mr. President, because of... [briefly indicating reasons], the Program Committee recommends the following modifications in its proposed program which has been printed and placed in the hands of each registrant for the convention:... [clearly stating each change, with reference to page and line in the printed program]. By direction of the Program Committee, I move that, with these changes, the printed program be adopted.” This motion is debatable and amendable. A majority vote adopts the program—even if it contains special orders. While the making of a special order requires a two-thirds vote under ordinary circumstances, the situation is different in the case of a convention program, where the special order is part of a complete order of business being adopted for the current session.

59:59 To change the program after its adoption requires a two-thirds vote or the vote of a majority of all the delegates or other “voting members” of the convention who have been registered—or unanimous consent, which can usually be obtained with no difficulty in cases where a departure from the program is justified. Thus, an affirmative vote to adopt the program cannot be reconsidered. (See 4:58–63; see also Program (41:36) and Taking Up Business out of Its Proper Order (41:37–39).) Changing the program to add additional meetings within the same session requires such a vote except that during the last meeting scheduled by the program an additional meeting may be set by majority vote through the use of the motion to Fix the Time to Which to Adjourn (22). Any proposed changes except those to which there is obviously no reasonable alternative are best referred to the Program Committee. The committee can recommend changes if and when needed while the convention is in progress, but neither the presiding officer nor the Program Committee is free to alter the program as adopted—which only the convention can do.”

#### SPECIFIC RULES ON CONVENTIONS - CONSIDERATION OF PROPOSALS TIMELY FILED BUT NOT APPROVED BY COMMITTEE OR REPORTED

59:75 Except as the rules may provide otherwise, the Resolutions Committee is required to report all resolutions referred to it; but the committee can, if it wishes, report a resolution with

“no recommendation.” If the committee is given the power “not to report” a resolution—thus withholding it from consideration by the convention—a requirement of an unusually high vote within the committee (such as a three-fourths vote or a vote of two-thirds of the committee’s members) should always be imposed; and the convention should always be given power to override such a decision of the Resolutions Committee and order the committee to report the resolution, by a majority vote (see Rule 4(d) in the sample standing rules of a convention, 59:42). In this connection, it should be noted that voting “not to report” a resolution, reporting it with “no recommendation,” and reporting it with the recommendation that it be rejected by the convention are each quite different.