

Slash Creek HOA Rules of Order

To facilitate fair and orderly meetings, it is desirous to adopt a set of common rules and procedures for deliberation and debate that place the whole membership on the same footing and speaking the same language. The conduct of all business should be controlled by the general will of the whole membership – the right of the deliberate majority to decide. Complementary is the right of at least a strong minority to require the majority to be deliberate – to act according to its considered judgment after a full and fair “working through” of the issues involved.

A large majority of organizations within the United States have adopted Robert’s Rules of Order. The Slash Creek HOA has voted in the majority to adopt Robert’s Rules of Order to the extent that they do not impose undue strictness such that members are intimidated or their full participation is limited.

The general rules of conduct and the structure of each meeting shall be governed by the following.

GENERAL RULES

The following are general rules that will be adhered to at each board meeting and each annual general meeting of the Slash Creek HOA.

- Each meeting shall have a Chair that will conduct the meeting.
 - The president of the HOA by default shall chair the meeting.
 - In the absence of the president, the vice president shall chair the meeting.
 - In the absence of the vice president, the treasurer shall chair the meeting.
 - In the absence of the treasurer, the secretary shall chair the meeting.
 - In the absence of the secretary, the most senior board member present shall chair the meeting.
- All remarks during a meeting must be directed to the Chair. Remarks must be courteous in language and deportment - avoid all personalities, never allude to others by name or to motives.
- Members must obtain the floor (the right to speak) by being the first to stand when the person speaking has finished and state Mr./Madam Chair.
 - Board meetings are sufficiently small such that raising one’s hand shall be sufficient to be recognized.
- The member wishing to obtain the floor must be recognized by the Chair before speaking.
- No member shall interrupt the member in current possession of the floor.
- To introduce a new piece of business or propose a decision or action, a motion must be made by a member.
- A motion must have a second.
- The Chair will repeat the motion and ask of the membership if the question is ready for discussion.
- If the issue is ready for a vote, the Chair will conduct the vote.
- If the issue requires discussion, the Chair will recognize the member making the motion to begin debate.
- All members shall be given equal time to debate an issue at hand by obtaining the floor.
- No member can speak twice to the same issue until all members wishing to speak has spoken to the issue once.
- Debate of an issue may be limited or extended by a motion, a second and a two-thirds vote of the membership,
- Votes for adoption of a main motion require a majority vote.
- The Chair shall not have a vote except to break a tie.

MEETING STRUCTURE

The following structure shall be followed when conducting meetings of the Slash Creek HOA.

- Call to order
- Roll call of members present
- Reading of the minutes of the last meeting

- Discussion of additions or changes to the minutes
 - Motion and vote to approve the minutes
- Board's Report (to annual meeting)
- Manager's Report
- Special Reports and Presentations
- Old business
- Regular business
 - Items on the agenda that are regular business
- New business
- Announcements
- Adjournment