



Associated Fire Fighters of Illinois Rules of Order For 2020 Honor Guard Convention



- 1) The convention shall be called to order in Naperville, IL by the AFFI Honor Guard State Commander on Friday February 7th and remain in session until the close of the Unit meeting on Sunday February 9^h, or until such time as adjourned by the State Commander or by convention action.
- 2) No member shall be seated after the close of registration on the second (2nd) day without unanimous consent of the members present.
- 3) If a member, while speaking, is called to order, he shall, at the request of the Chair, take his seat until the question or order is decided. Once the question or order is decided, the Chair shall recognize the prior member if appropriate.
- 4) All members wishing to speak shall proceed to the floor microphone and wait to be recognized by the Chair.
- 5) No member shall interrupt another in his remarks, except to call a point of order or point of information, and he shall state his point immediately upon recognition by the Chair.
- 6) No member will be allowed to speak more than five (5) minutes on each subject.
- 7) No more than one (1) member will be allowed to relinquish time to the main speaker on each subject.
- 8) A member shall not speak more than twice on one subject without unanimous consent of the convention body.
- 9) A motion shall not be open for discussion until it has been seconded and stated by the Chair.
- 10) When a question is pending before the convention, no motion shall be in order except to:
 - A) Recess or adjourn
 - B) To refer to the previous question
 - C) To postpone indefinitely
 - D) To postpone to a certain time
 - E) To divide or amend the motion

The order of precedence shall be in the order named.

- 11) A motion to lay on the table shall not be debated.
- 12) A motion to reconsider shall not be established unless by a member who voted in the majority and shall receive a majority vote.
- 13) It shall require a majority showing of hands to move the previous question.
- 14) All resolutions to be presented to and acted upon by this body shall be reduced to writing in the format identical to that of the AFFI Biennial Convention prior to this convention being called to order. Any resolution submitted or offered from the floor after the convention is called to order shall be considered a late resolution.
- 15) Late resolutions submitted from the floor shall require a 2/3-majority vote to be considered.

- 16) It shall require a majority of members present with a showing of hands to call for a roll call vote.
- 17) When a roll call vote has been ordered, no adjournment shall take place until the result has been announced, and no member shall be allowed to enter or leave the room while the vote is being taken without the permission of the convention body.
- 18) The convention body shall have the power to declare further rules of order that will tend to increase the dignity and decorum of the convention.
- 19) No committee shall meet, for the purpose of convention business, while the convention is in session without the unanimous consent of the convention body.
- 20) Nominations for the convention site in two years will be held before recessing on the first day of the convention.
- 21) Election of the convention site will be held as the last order of business for the convention.
- 22) Voting shall be by:
 - A) Voice
 - B) Hand
 - C) Roll Call

The order of precedence shall be in the order named.

- 23) The rules of order for the previous convention shall be duplicated and provided to the commanders and first shirts prior to their last meeting just prior to the convention.
- 24) Rules of order shall be duplicated and distributed to all members, prior to the call of order on the first day.
- 25) Rules of order as adopted by the convention body shall also pertain as needed to District meetings or any other meetings just prior to, during but apart from the convention as a whole or immediately following the convention in which they were adopted
- 26) There shall be no campaign literature or signs in the front of the convention hall. All campaign material pertaining to convention site shall be removed from the convention hall prior to the call of order on the final day of the convention.
- 27) Any member attending as a guest because of the failure to meet the training requirements shall be excused from both the business and district meetings during convention.