

STANDING RULES FOR NEA-RETIRED ANNUAL MEETING

ARTICLE I - ADOPTION OF RULES

- A. NEA-Retired delegates attending the NEA-Retired Annual Meeting shall adopt the Standing Rules at the first general session. Any NEA-Retired delegate may move to adopt or amend the rules.
- B. Proposed amendments to the standing rules must be submitted in writing to the NEA-Retired Executive Council prior to its May meeting.

ARTICLE II - ADDRESSING THE ANNUAL MEETING

- A. Members shall use the microphones to address the Annual Meeting.
- B. The presiding officer shall recognize members by calling the microphone number.
- C. Members approaching the microphones shall indicate their intentions by holding color-coded cards:
 - 1. Green – speaking in support of a motion
 - 2. Red – speaking in opposition to a motion
 - 3. Yellow – incidental motion
- D. Makers of motions are limited to 3 minutes. Subsequent speakers are limited to two minutes.
- E. Members shall clearly state their name and state each time they address the Annual Meeting.
- F. A member may not speak twice on the same issue until all other members wishing to speak have been recognized.
- G. The chair shall attempt to balance speakers for and against any motion.

ARTICLE III - VOTING CARDS

Delegates will receive a voting card which is to be used for all voting during business sessions of the NEA-Retired Annual Meeting. This must be signed and brought to each session. It is the responsibility of the delegate to keep and use the voter card which is non-transferable.

ARTICLE IV - AUTHORITY

A parliamentarian selected by the NEA-Retired President shall advise the chair on parliamentary procedure. In cases of disputes, Robert's Rules of Order, Newly Revised" shall be the official parliamentary manual.

ARTICLE V - CELLULAR PHONES

All cellular telephones and other such electronic devices should be turned off or set on silent mode while the NEA-Retired Annual Meeting is in session. Cellular telephone conversations should be conducted outside the meeting hall during sessions.

*Adopted: July 2009; Revised June 2012, June 2013, June 2015, and June 2016
Administratively updated: May 2019, October 2019*