ALL ABOUT CONFERENCE

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Business Agenda
Business Meeting I, Thursday Morning

- Welcome - Introduction -
  - When your region (by state, province, or country) is called, stand up. DO NOT APPLAUD until everyone has been introduced.

- Adoption of Credentials -
  - The total number of voting members present is announced. If for any reason you must leave during the meeting and will not return, leave your delegate badge at the registration desk, as that changes the credentials count.
Adoption of Standing Rules*

Delegate Briefing -
- The chair explains steps taken to present and debate the motions.
- The motions are introduced by the maker of the motion.

Adoption of the Consent Agenda**

* Review Presentation 08 for more information on Standing Rules.
** Review Presentation 07 for more information on Consent Agenda.
Business Agenda (continued):

- **Officer and Committee Reports**
  - Read the reports in advance.
  - The reports explain what work the officers, trustees, and committees have completed during the past year.
- **Delegates are permitted to ask questions of the person who wrote the report.**
- **If items on the schedule take less time than expected, business proceeds to the next section.**

* Review Presentation 06 Questions you may ask for more information.
Business Meeting II, Thursday Afternoon

- Region and general service trustee nominees’ speeches and questions period
- Candidates speak for 5 minutes followed by 10 minutes of questions.

* Refer to Presentation 11 for further information on elections.
New Business Motions Discussed.*

- Read all the motions before the meeting.
- Each motion is discussed in order of ranking (e.g., how many “yes” votes were cast for the item on the Agenda Questionnaire).

- If a motion receives an amendment, the amendment is discussed and decided upon before the main motion.

- If a motion receives three amendments, it goes to the Reference Subcommittee** for discussion. It will return to the floor and be presented after all the other motions have been considered if time allows.

* Review Presentation 12 for more information on motions.
** Review Presentation 10 for more information on Reference Subcommittee.
The first motions addressed are to request the Conference Seal of Approval on new or revised literature.*

Then New Business Motions (policies) are considered.

Bylaw Amendments are considered last.

DO NOT applaud when a motion or amendment is adopted or fails.

* See presentation 09 for more information about literature motions.
Business Meeting III, Friday Morning

- Region and GST elections*
- The chair introduces the nominees.
- Ballots are distributed.
- Voting is explained and ballots are marked.
- Ballots are counted.
- Results are announced.

* Review Presentation 11 for more information on elections.
Business Agenda (continued):

Business Meeting IV, Friday Afternoon
- New business continues.
- Bylaw Amendments are discussed.

Business Meeting V, Saturday Morning
- Bylaw Amendments continue.
- Emergency New Business*, if any
- Committee and workshop reports
- Green Dot Ceremony
- Adjournment

* Review Presentation 10 for more information on Emergency New Business.