

2017 VFC CONVENTION STANDING RULES

RULE 1: The convention shall be conducted in accordance with the current VFC Bylaws, these Convention Standing Rules, and Roberts Rules of Order (11th Edition). Should there be a conflict between these documents; the current VFC Bylaws shall have precedence. Should there be a conflict between these Convention Standing Rules and Roberts Rules of Order (11th Edition), the Convention Standing Rules shall have precedence.

RULE 2: To gain admittance to the Convention Business Sessions and Committee meetings, the badge/name tag, with the appropriate ribbons, issued by the Registration Committee must be worn.

RULE 3: Delegates-at-Large, Chapter Lead Delegates, and Chapter Proxies must register with the Credentials Committee.

RULE 4: A voting chapter member registered for and in attendance at the Convention, upon proper clearance by the appropriate Area Vice President, can be converted to Delegate or Lead Delegate. Registration or credential changes shall not be acted upon when voting is taking place.

RULE 5: A Proxy is automatically terminated if a chapter, that previously authorized the proxy, subsequently has a voting member registered and in attendance at the Convention.

RULE 6: At the beginning of each Business Session, the Chair of the Registration Committee and the Chair of the Credentials Committee shall report on the attendance and registration of Convention attendees.

Rule 7: Designated time and location of areas for committee meetings, caucuses, and any other Convention meetings shall be listed in the Convention Daily Agenda. Any changes will be announced in advance of the meetings by the VFC President at the Convention Business Session.

RULE 8: Attendees at all Convention sessions are expected to be courteous and to promptly comply with instructions from the Chair with respect to seating, talking, use of electronic devices, etc. Failure to comply could result in fines or removal from the Convention session.

RULE 9: The Constitution and Bylaws Committee shall review, report on, and make recommendations on all proposed Bylaws Amendments submitted in accordance with the VFC Bylaws.

RULE 10: The Resolutions Committee shall review, report on, and make recommendations on all Resolutions submitted in accordance with the VFC Bylaws. Other Resolutions may be presented at the opening session of the Convention by a Delegate-at-Large or Lead Delegate; but must be provided in writing to the VFC Secretary prior to presentation. A majority floor vote will be required on the Resolution prior to consideration and discussion by the assembly. Some discussion before voting can occur if the Resolution is in order and properly seconded.

RULE 11: After being recognized by the chair of any session, a member shall state their full name, Chapter affiliation, position, and registration status before addressing the assembly.

RULE 12: No member shall speak in debate more than once on the same question on the same day, or longer than two minutes, without permission of the Convention assembly. Permission is granted by two-thirds floor vote without debate.

Rule 13: The President shall appoint a Ballot & Tellers Committee to supervise voting when a secret ballot is required.

RULE 14: Candidates in any election, or their representatives, may monitor the vote counting, provided the Ballot & Tellers Committee maintains the confidentiality of the ballots.

RULE 15: Voting records shall be sealed after counting and retained by the VFC Secretary for not less than three months before destruction.

RULE 16: Any alleged irregularities in voting shall be promptly considered and resolved by an Appeals Committee appointed by the President. The Appeals Committee shall consist of three delegates from different Areas, none of whom is a member of the Ballot & Tellers Committee. The Appeals Committee shall report its findings to the Convention assembly.

Convention Voting Procedures

ELECTION GUIDELINES

As specified in the VFC Bylaws, any election for which there is more than one candidate for any of the five VFC Executive Committee offices, the Area Vice President offices, or the primary and alternate VFC Nominating Committee positions, or for approval of proposed amendments to the Bylaws, shall be by secret ballot. In conformance with the VFC Bylaws, these guidelines shall be followed at the VFC annual conventions.

A chapter **Lead Delegate** is a single representative from a chapter designated to cast the chapter's full delegate voting strength. A **Proxy Delegate** is a delegate from another chapter designated, in writing, as a representative to cast the full delegate voting strength for a chapter that will not have a voting member registered for and in attendance at the convention. **Delegates-at-Large** are members of the VFC Executive Committee, some members of the VFC Board of Directors, and past VFC Presidents.

INSTRUCTIONS TO VOTERS

There are two procedures for voting at this Convention. They are "Voting from the Floor" and "Ballot Voting".

"Voting from the Floor" is conducted during Convention business sessions. Convention Delegates and Delegates-at-Large can vote during this voting process by raising the voting card issue to them by the Registration Committee. You can vote for an issue under discussion or against an issue under discussion, but only one or the other, not both.

"Ballot Voting" is conducted separate from the Convention business sessions to address elections or proposed VFC Constitution and Bylaws amendments. Only Chapter Lead Delegates, Chapter Proxy Delegates, and Delegates-at-Large, who have been certified by the Credentials Committee, may vote. Certified voters will be issued a Designated Voter form by the Credentials Committee, which specifies the number of votes that each certified voter is authorized to cast. Voting is done under the control of the Ballot & Tellers Committee. A voter may split his votes on offices or issues that are voted on; but the total number of votes cast for each office or issue cannot exceed the total a certified voter is authorized to cast, and must be split in whole numbers only. Check marks and percentage indications will invalidate a voter's ballot and their ballot will not be counted. Additional information on the voting procedures for this Convention is listed below:

VFC Executive Committee Positions

- Nominations for these positions shall be presented at the first business session of the Convention.
- For positions for which there are more than one nominee, voting shall be by ballot voting conducted by the Ballot & Tellers Committee.
- A voter may split his votes between the nominees for each position, but the split must be in whole numbers only.
- A simple majority vote is required for the winning nominee for each position.
- For positions for which there is only one nominee, the VFC President shall declare the winning nominee by "Acclamation", after asking the Convention Assembly three times if there are any other nominees from the Convention floor.

Area Vice President Positions

- Nominations for these positions shall be made during the Caucus Meeting for each VFC Area.
- For those positions for which there is more than one nominee, voting shall be by ballot voting conducted by the Ballot & Tellers Committee.
- The balloting voting will be by the Chapter Lead Delegates and the Chapter Proxy Delegates for this VFC Area and Delegates-at-Large of this VFC Area.
- Voters shall vote the number of votes authorized by the Credentials Committee.
- A voter may split his votes between the nominees, but the split must be in whole numbers only.
- A simple majority vote is required for the winning nominees for these positions.
- For positions for which there is only one nominee, the Caucus Chair can declare the winning nominee by "Acclamation".

VFC Nominating Committee Positions

- Nominations for a Nominating Committee Primary Member and a Nominating Committee Alternate Member shall be made during the Caucus Meeting for each VFC Area.
- For those positions for which there is more than one nominee, voting shall be by ballot voting conducted by the Ballot & Tellers Committee.
- The ballot voting will be by the Chapter Lead Delegates and the Chapter Proxy Delegates for this VFC Area and the Delegates-at-Large of this VFC Area.
- Voters shall vote the number of votes authorized by the Credentials Committee.
- A voter may split his votes between the nominees for each position, but the split must be in whole numbers only.
- A simple majority vote is required for the winning nominees for these positions.
- For positions for which there is only one nominee, the Caucus Chair shall declare the winning nominees by "Acclamation".

Proposed Bylaws Amendments

- There were no bylaws amendments received by the cut-off date.

Proposed Resolutions

- At the second business session, Chapter Delegates shall vote to accept or withhold acceptance of the recommendations of the Resolutions Committee on each proposed Resolution by a simple majority floor vote.
- Withheld proposed Resolutions will be available for discussion and possible amendment by Chapter Delegates during the business session.
- A simple majority floor vote of Chapter Delegates and Delegates-at-Large is required for approval of each resultant proposed Resolution.