

**2015-2016 ALA MMD#2\_61716\_ACT**  
**2016 ALA Annual Conference**

**RULES FOR ALA MEMBERSHIP MEETINGS**

The following rules will be suggested to the Membership for adoption at all meetings. The rules will govern the conduct of the meeting:

- SEATING :** Non-members shall be seated in sections apart from ALA members.
- THE FLOOR:** Members wishing to speak shall go to a microphone and await recognition by the Presiding Officer. When recognized the member shall give proper identification, such as name and library or organization,
- Recognition of non-members may be granted at the discretion of the Presiding Officer or by general consent.
- MOTIONS:** All main motions and amendments shall be written on the triplicate forms provided at all meetings. One copy is to be delivered to the platform and one to projector personnel.
- RESOLUTIONS:** All Resolutions shall be prepared in accordance with "The Guidelines for Preparation of Resolutions for Membership Meetings" contained in ALA Policy 7.4.10 Membership Meetings.
- Nothing shall be read to Membership, which has already been received in writing. Only the "Therefore be it resolved" clauses of a Resolution shall be read.
- DEBATE:** Debate shall be limited to three minutes for each speaker; no speaker may have the floor twice on the same question until all who wish to speak have spoken.
- AGENDA:** After the adoption of the Rules, Membership should adopt the agenda as presented either in writing or as amended by the Presiding Officer at the opening of the meeting. The agenda may not be departed from except by general consent, if there be no objection, or a two-thirds vote.

**THESE RULES SHALL GOVERN.** By general consent, if there be no objection or by a two-thirds vote, any rule may be suspended.