



# 2023 Annual Meeting Rules of Procedure

## Regarding Discussions:

- All speakers must approach one of the two available microphones.
- The microphones will be muted until the speaker is welcomed by the chair to speak.
- Discussion time per topic will be limited to 30 minutes.
- Each speaker will be limited to two minutes.
- No speaker will be allowed to speak a second time until all individuals who wish to speak have been heard.

## Regarding Constitutional Changes:

- There will be one en bloc resolution for amendments to our Governing Documents (amendments to the constitutions and bylaws) as recommended by the Governing Board in the report distributed to our congregational members. (en bloc means all together at one time. All the changes will be voted upon together in one vote.)
- Changes en bloc do not require discussion and will be voted upon without discussion.
- Voting members who desire the assembly to discuss a particular amendment that is included in the en bloc resolutions may request that the particular amendment be removed/separated from the proposed en bloc resolutions, provided the member's request is supported by 2 other voting members.
- Such request shall be made in advance by submitting notification to Sister Tashina either with a paper form (that is available in the church office) or by email at [sistertashina@shepherdshoreview.org](mailto:sistertashina@shepherdshoreview.org)
- Proposed changes need to be submitted prior to the deadline of January 22, 2023.