

VOTING IN THE CONGRESS OF DELEGATES

A quorum is automatically established by those members in attendance at the Congress of Delegates.

All members who attend the Congress have the right to vote.

Each region will have a maximum of 4 votes; in the event there are less than 4 members present, each member gets one vote. In the event there are more than 4 members present, the equation to determine the division of votes will be as follows: the number of votes in favor of an issue multiplied by 4 divided by the number of members voting are the number of votes counted as being in favor of the issue; the number of votes against an issue multiplied by 4 divided by the number of members voting are the votes counted as being against the issue. These numbers will be rounded off to whole numbers so that the total will be 4. The presiding officer of the Congress shall be entitled to vote only in the case of a tie, providing the tie is not between candidates for election.

The Past Presidents will have four votes in the Congress of Delegates with the four voting past presidents to be selected by the Past Presidents.

Two-thirds (2/3) of members present and voting shall be required for any emergency resolution to be heard.

When the speaker calls for a standing vote or show of hands, tellers will be asked to make the count. Please, therefore, keep your hand up, or remain standing, until the speaker requests you to lower your hand or be seated. When a secret ballot is taken, ballots will be used. In contested elections, ballots will be used.

Privilege of the Floor

If you wish to speak during a meeting of the Congress and the speaker has recognized you, go to the nearest microphone and identify yourself. *Please state clearly your name and region for the record.* This is essential so that the official reporter can make an accurate transcript of the proceedings.

Order of Business

The general order of business of the 2018 Congress of Delegates appears in the agenda section of this Handbook.

Committees of the Congress

Prior to the convening of the Congress of Delegates, the Speaker appoints committees necessary to facilitate the business of the Congress.

The Teller committee is composed of 10 or more alternate delegates whose primary responsibility is counting ballots for the elections and tallying votes as well as distributing official business items to the Delegates.

Each of the reference committees, which are assigned major items of business, consists of at least 3 voting members (one of whom is designated chair).

If you are serving on a reference committee, you should familiarize yourself with all the resolutions and reports assigned to it and come to the meeting prepared to discuss the matters contained therein.

Meetings of the Reference Committee

Each reference committee shall convene at a time designated by the Speaker. The committee is expected to give its report at the session of the Congress following the committee meeting, when

1 called for by the Speaker.

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3 A majority of the committee members must be present for a quorum. At least a majority of the voting
4 members of a reference committee must approve a report before it can be submitted to the Congress.
5 If a reference committee cannot reach a unanimous decision, it is proper that there also be a minority
6 report if the minority desires. This can be presented by one of the members of the committee. If there
7 is a minority report, it should be just as carefully prepared and signed as the majority report and written
8 in the same manner.

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10 **Preparation of Reference Committee Reports**

11 The reports of the reference committees should be prepared in an executive session and preferably
12 without the presence of strongly partisan individuals. Detailed instructions entitled, "Powers and Duties
13 of Reference Committees," including the manner in which to write reference committee reports are
14 included in this section. Staff will be available in the IAFP Congress to assist chairs of reference
15 committees in the preparation of their reports.