

Standing Rules of Order for the 2025 HSAA Convention

1. Except as specified in these Standing Rules and in the Constitution, the rules of procedure at this meeting shall be governed by the current edition of Robert's Rules of Order.
2. No person shall be admitted into our meeting unless they are registered as a delegate, staff, an official guest or a registered member of the media.
3. Guests and staff may be granted permission to speak to our delegates only if given permission by the Chair.
4. Delegates who wish to second a motion may do so from their seat by raising their voting card.
5. Resolutions will be presented, moved, and seconded by the Constitution, Bylaws, Resolution & Policy (CBRP) Resolutions Sub Committee. The Committee will either recommend or not recommend the resolution that will then be open for debate on the convention floor.
6. No resolution may be submitted from the floor, except in the case of emergency resolutions.
7. Emergency resolutions may be submitted in writing to the registration desk at Convention prior to adjournment of business on the first day. An emergency resolution must deal with a subject matter that has arisen during the forty-five (45) days immediately preceding the opening of the convention. The CBRP Resolutions Sub Committee shall determine whether it meets the criteria for an emergency resolution and proceed accordingly.
8. Should a resolution be submitted by a group of members or Local Unit, they, or their delegate, will have the first opportunity to speak in favour of it.
9. No delegate may speak until recognized by the Chair. To obtain recognition, the delegate shall approach a "pro" or "con" microphone. Once recognized by the Chair, they shall state their name and district before bringing a motion or stating their position.
10. Delegates who wish to propose amendments must submit them in writing, clearly stating their name to the assigned staff member.
11. No amendments to Constitutional resolutions will be accepted from the floor.

12. Any delegate may only speak once to any motion.
13. Interventions are limited to two minutes per speaker. The microphone will be muted at the end of two minutes.
14. Should there be three speakers to a motion without a speaker with an opposing position (either pro or con), the chair shall immediately move to a vote on the question.
15. Debate on any given motion is limited to 10 minutes. The Chair shall advise when there are two minutes remaining. The Chair shall endeavour to ensure equal representation by pro and con speakers. A delegate may move to extend debate prior to the expiration of the 10-minute period and passage of such a motion requires a 2/3 majority of voting delegates.
16. A delegate may move to refer a resolution to the CBRP Resolutions Sub Committee with or without instruction. A motion to refer to the CBRP Resolutions Sub Committee is not debatable.
17. Only delegates may vote.
18. Delegates will vote using the voting card provided with registration. No voting card may be transferred to another delegate or alternate.
19. Any resolutions other than Constitutional amendments that are outstanding at the close of business will be referred by a motion of the delegates to the Board of Directors for consideration and their decision(s) shall be reported back to the next Convention.