

## ***Rules of Order for a Virtual Meeting***

### Debate:

1. Speakers will address the Chairperson at all times and must be recognized before speaking. Upon recognition by the Chairperson, the speaker will state clearly his or her name.
2. Only members of East Kootenay Community Credit Union in good standing will be entitled to the floor.
3. No member may speak longer than two minutes at a time or more than twice on the same question without permission from the Chairperson.
4. A member who wishes to speak a second time on the same issue or ask more than one follow up question at a time must wait until other members who wish to speak on the issue for the first time have spoken.
5. All other speakers must obtain the permission of the Chairperson and may speak once and then only provide information.

### Voting:

6. Only a member in good standing under the Rules of East Kootenay Community Credit Union may vote and is entitled to one vote.
7. Voting will be conducted by show of hands or such other electronic means as may be determined by the Chairperson.
8. After a vote at a meeting is taken, a declaration of the Chairperson that a motion or resolution has been carried by the majority shall be conclusive.

### Reporting:

9. Reports presented at the meeting for information only do not require a motion.
10. Where a report contains a recommendation for the AGM to consider, a motion to act on the recommendation will be presented, seconded, debated and voted on.

### Time Management:

11. The Chairperson may propose time limits on agenda items and may propose that these time limits be extended.
12. The meeting is scheduled to adjourn no later than 8:30pm. An extension of the meeting beyond this time will require approval by the assembly by a 2/3 vote.

### General Rules:

13. The Annual General Meeting will be conducted in accordance with the *Electronic Attendance at Credit Union Meetings (COVID-19) Order* of the Minister of Public Safety and Solicitor General (Ministerial Order No. M138) and, to the extent not inconsistent therewith, the *Credit Union Incorporation Act*, the Rules of East Kootenay Community Credit Union and Robert's Rules of Order, Newly Revised.
14. The meeting shall be held solely by such electronic means as are made available by East Kootenay Community Credit Union.
15. No person may photograph, record or film the proceedings of the meeting by use of any camera or other electronic device, without the permission of the Chairperson or the consent of the meeting.
16. Except for motions that fit within the jurisdiction of the AGM, motions from the floor are generally considered advisory to the Board. To be considered, such motions must first be presented to the Chairperson in writing.