

WYONG DISTRICT NETBALL ASSOCIATION

STANDING ORDERS

- (i) The Chairperson shall:
 - (a) Make sure that a quorum is present at all times throughout the meeting. The quorum for the Annual General Meeting shall be. The quorum for the Executive Meetings shall be 1/3 of the number of members. The quorum for the General Meetings shall be the total of one half (1/2) of the number of members of the Executive Committee elected at the previous Annual General Meeting together with one third (1/3) of the delegates eligible to vote (Clause 12 – Constitution).
 - (b) Conduct the meeting in accordance with the rules.
 - (c) Ensure that no member speaks for an undue length of time, or unnecessarily repeats points that have already been put before the meeting
 - (d) Terminate any discussion, which is not at the time, relevant to the business before the meeting.
- (ii) The order of business shall follow the agenda, which has been prepared by the Secretary in conjunction with the Chairperson. Members shall only introduce new business after completion of the business set out on the agenda.
- (iii) The Chairperson’s ruling on all points of order and procedure shall be final, unless a motion is moved, seconded and carried “That the Chairperson’s ruling be disagreed with”. The mover may speak briefly in support of the motion, and the Chairperson shall explain why his/her ruling were given. The Chairperson takes the vote.
- (iv) No speaker shall speak for or against a motion more than once. This shall not apply in Committee.
- (v) There shall be no limit on the number of speakers for or against a motion, providing the debate is still active, but if there is no speaker in opposition to the previous two speakers, the debate shall be closed. The mover of the motion shall have the right of reply before the vote is taken.
- (vi) All members shall stand to address the Chair.
- (vii) Should any matter of urgency arise, a member may move suspension of Standing Orders for a stated period of time to allow the urgent question to be discussed.
- (viii) All motions and amendments, except the closure, must be moved and seconded if no seconder is found, the motion or amendment lapses.
- (ix) Any accredited member who has not already participated in the debate may at any time move “That the question be now put” and it shall not require a seconder. The motion if accepted by the Chair, shall be put without debate. The Chairperson shall have the absolute discretion to accept or refuse the motion. The Chairperson may also of his/her own decision put the question if he/she feels that adequate discussion has taken place.
- (x) The mover subject to leave of the meeting may reword a motion or amendment before the Chair.
- (xi) No motion or amendment, which has been moved and seconded, shall be withdrawn without the unanimous consent of the meeting.
- (xii) Any member may move that the motion before the Chair be deferred, it shall require a seconder.
- (xiii) No motion can be accepted by the Chairperson which is the same in effect as one already negated, except on notice of motion.

- (xiv) No member may speak on any motion after it has been put to the vote. No amendment may be moved after the motion has been put to vote.
- (xv) A motion or amendment, which is not passed at a meeting, may not be brought forward at the same meeting, but the matter may be brought forward at a subsequent meeting.
- (xvi) An amendment, which is a direct negative of the motion, shall not be allowed.
- (xvii) An amendment, moved and seconded is voted upon before the motion. The mover of the original motion may exercise his/her right of reply before the amendment is voted upon. No further amendments shall be discussed until the first amendment has been disposed of, but an amendment, which is carried, becomes the motion and is open for further amendment. The mover or seconder for the motion under discussion is not entitled to move or second amendments to it. If the mover is in agreement with any proposed amendment she can accept it and may seek to leave to alter the motion accordingly.
- (xviii) Upon evidence of a mistake in facts that have been presented to the meeting, or upon receipt of further information, a motion may be rescinded at the same meeting provided that all members who voted on the motion are present and agree to the recession. A resolution may be rescinded on notice of motion at a subsequent meeting but it shall require a two-third (2/3) majority for the acceptance of the recession. 21 days' notice required.
- (xix) Voting on motions may be by voice, but if the votes indicate that it is a close decision the Chairperson shall call for a show of hands, except that a secret ballot shall be taken if any one member requests it. The chairperson shall not vote unless, in the case of equality of votes, a casting vote is required.
- (xx) The voting on any motion shall be recorded at the request of any one member.
- (xxi) If a resolution is passed inadvertently in contravention to the Constitution, or By-Laws, it may be declared null and void by a unanimous vote of the meeting.
- (xxii) Voting for all positions, other than casual sub-committees shall be by secret ballot, on paper supplied by the Association and shall be decided as follows:
 - (a) For positions where only one person is to be elected: members shall vote for one candidate only. The candidate with the greatest number of votes shall be declared elected.
 - (b) For sub-committees or for positions to which more than one person is to be elected: one ballot shall be taken and the candidates shall be voted for in order of preference.
- (xxiii) Alterations to the Standing Orders shall only be made by a General Assembly Meeting after 21 days notice has been given.
- (xiv) Any matters not dealt with in these Standing Orders shall be governed by customary procedure at meetings. The Chairperson shall check such procedure to avoid any variation to a prior contentious point of procedure.