



PSATS Rules For Conduct at the Annual Conference

*The following rules for the conduct of the Annual Conference
were adopted by the Rules Committee on November 15, 2023.*

1. The president of the Association, or in the absence of the president, one of the vice presidents, in order of rank, shall preside at the annual meeting of the Association.
2. All general sessions shall begin promptly at the call of the presiding officer.
3. The presiding officer shall appoint a parliamentarian, who shall advise the chair on procedural matters.
4. The presiding officer shall have the authority to determine the order of events, speakers, business, or other matters before the conference.
5. The presiding officer shall recognize the chairs of the various standing committees, as necessary, to conduct the action of the conference relating to their respective committees.
6. Resolutions supported by the Resolutions Committee shall be deemed to be automatically moved and seconded when presented to the conference.
7. Resolutions not supported by the Resolutions Committee shall require a motion to adopt by a voting delegate from a non-sponsoring county association and a second by a voting delegate from a second non-sponsoring county association from the floor before such resolutions may be considered by the delegates.
8. Any proposed amendment to the bylaws or resolution coming before the annual meeting in accordance with Article VIII, Section 2 and Section 5, of the bylaws shall be considered and voted upon as presented and shall not be amended.
9. The business of the annual meeting shall be conducted within the time limitations provided therefor, and the presiding officer shall have the absolute right to limit debate on any proposed resolution, amendment to the bylaws, or other questions in accordance with the time available for the conduct of all business before the annual meeting.
10. The presiding officer shall have the sole authority to determine any procedural question that occurs in the conduct of the annual meeting not covered by the bylaws or any existing rules promulgated by the Rules Committee.
11. All votes shall be taken by having the voting delegate exhibit his or her "vote" card, except in those circumstances when the presiding officer determines a secret ballot is required.

12. The presiding officer may determine the outcome of any vote by making a sight observation or by having an exact count of votes made by the sergeants at arms. In the event that the presiding officer declares the outcome of a vote on the basis of a sight observation of the voting delegates, any five voting delegates may request that an exact count of the votes be made by the sergeants at arms.

13. Under Article VII, Section 4, of the bylaws, the Executive Board is charged with the management of the Association. Management of the Association shall include the adoption of the annual budget, authorization of all expenditures, auditing of all records and accounts, and management of all personnel. Any business involving the management of the Association shall be directed to the Executive Board at its regular or special meetings.

14. Only qualified delegates shall be entitled to address the conference or enter debate in the general session relative to a proposed resolution or bylaws amendment. Any person other than a qualified delegate who seeks to address the conference or enter debate on any such proposed resolution or bylaws amendment shall be declared out of order by the presiding officer.

15. The PSATS Resolutions Committee is urged to consider those resolutions not previously acted upon and presented at the state conference only when such resolutions are of a critical importance requiring immediate action and have been approved by the respective county association or standing committee.

16. Any candidate intending to be nominated from the floor of the conference for election as an officer or member of the PSATS Executive Board shall provide the chairman of the Nominations Committee with a background statement and statement of willingness to serve at least 30 days before the presentation of the annual report of the Nominations Committee to the delegates. The statements should be sent to the Nominations chairman in care of the office of the executive director. The chairman shall present the substance of these statements to the delegates as part of the committee's report.

17. Resolutions not previously adopted by the membership shall be considered and voted upon individually and shall not be considered as a block. A motion may be made and seconded by voting delegates to consider those resolutions previously adopted by the membership and proposed for reconsideration by the Resolutions Committee as a block. In such case, any voting delegate may object to the inclusion of any specific resolution in the block. Such objection shall cause that resolution to be removed from the block and require the voting delegates to consider that resolution individually. Any resolutions removed from the block shall be voted upon by the delegates individually prior to a vote on the block.