



## District Council Meeting Rules of Order

In accordance with the District By-Laws of Toastmasters International, the governing rules of order and final authority will be "Robert's Rules of Order, Newly Revised," insofar as it does not conflict with the official Toastmasters International Articles of Incorporation, the District Administrative By-Laws, and the published policies of Toastmasters International.

Most of these procedures are already institutionalized in Robert's Rules or in TI policy statements. Specifically:

1. Any new motions to come before the council will be presented in writing or by email, to the District Director ([dd@d101tm.org](mailto:dd@d101tm.org)) at least a week prior to the virtual business meeting. In this case, by 10:00 AM on Saturday, September 17, 2022.
2. Debate on any one item of business will be limited to no more than 10 minutes per issue. The Chair may extend the time if necessary, to ensure fairness and completeness.
3. The maker of any motion will be given the opportunity to speak first. All speakers on any motion will be restricted to a maximum of one minute each time they have the floor. No member who has already spoken on an issue will be allowed to speak a second time until all who wish to speak have spoken a first time.

**Participation Authority:** Only district council members may make motions, participate in discussions, or vote. Before addressing the assembly, voting delegates shall state their name and the name of the club they are representing. If members of the District Executive Council (DEC team) want to speak and they are not representing a club, they must state their title before speaking.

### Determination of Quorum

Number of Clubs in District 101: \_\_\_\_\_

Number of Club Votes Available (2 votes/club): \_\_\_\_\_

Number of Votes Needed for Quorum (1/3 club votes): \_\_\_\_\_

Actual Number of Club Votes: \_\_\_\_\_

Actual Number of District Officer Votes (out of \_\_ District Officers): \_\_\_\_\_

Votes needed for a majority: 50%  
*(Majority is calculated based on the number of votes cast)*