

ORDERS OF THE DAY

For Chapter Meetings

- Please have all cellular phones and pagers turned off or in silent mode during the business meeting.
- As a matter of courtesy, please do not enter or leave the room when a speaker has the floor.
 - A motion slip must be prepared and given to the secretary.
- Any member in good standing may present a motion, enter into discussion and vote. Please keep all motions in the positive.
 - If you disagree with a motion, do not hesitate to vote no or abstain.
 - Please be ready to second a motion to help expedite the business.

Seconding simply means you would like to discuss the motion.

- A quorum has (not) been established.

(A quorum is the number of voting members who must be present in order that business can be legally transacted. This should be stated in your bylaws and can vary from chapter to chapter.)