

RULES OF PROCEDURE

1. A written or electronic notice setting out the business proposed for the meeting, including by-law changes, financial statements and any other reports from the Council will be forwarded to all members 30 days before the meeting is to take place.
2. Registered Psychiatric Nurses are entitled to attend, participate in, and vote at meetings of the College in accordance with the CRPNM by-laws. Graduate Psychiatric Nurses are entitled to attend and participate in, but not vote at the meeting.
3. All members present are encouraged to engage in discussion, but only voting members and Board members may make motions and vote.
4. Non-members and observers are welcome to attend but are unable to engage in discussion or vote.
5. Quorum is required to convene a meeting and to transact any business.
6. The voting body will be composed of those on the Registered Psychiatric Nurse register in attendance at the Annual General Meeting.
7. All voting members must sign the record of attendance. Electronic confirmation of participant login generated by virtual platform shall serve as record of attendance.
8. Voting members shall cast votes by electronic means.
9. Motions arising from the floor shall be in writing using the electronic means in the virtual platform. The Chair will address motions from the floor, as appropriate, during the meeting. All motions must have a mover and seconder.
10. Members who wish to speak to a question will do so in writing or using the electronic means in the virtual platform.
11. Debate shall be limited to two (2) minutes for each speaker and ten (10) minutes for each question.
12. No member may speak more than once to the same question unless all others who wish to speak have done so.
13. The time for debate may be extended by a two-thirds (2/3) vote of the members. A call for a vote on the question (“Call to Question”) requires a formal motion and approval by two-thirds (2/3) vote of the members.
14. Robert’s Rules of Order will govern.