

## **BCDSS Board Formal Format for Discussion and Voting**

The following is the formal format for discussion and voting at BCDSS Board meetings. This format is different from other rules of order (e.g. Robert's) in that discussion occurs before the motions are made. In this format, there are 5 categories - first round, second round, last call, motions, and voting. The five categories are listed below with a description of what occurs during each of them.

### First Round (3-5 minutes per person to speak)

- Raise new ideas.
- Give opinions/comments on ideas of others (keeping paraphrasing to a minimum).
- Make notes on questions that you would like to ask of others (questions will be asked during the second round).

### Second Round (1-2 minutes per person to speak)

- Add new ideas.
- Question other people about their ideas.
- Give opinions/comments on ideas of others.

### Last Call (5 minutes total)

- Any last quick comment.

### Motions

- For one topic, all motions are put on the table before a vote takes place.
- To remain on the table, a motion must be seconded.

### Voting

- The first motion that is passed is the one accepted.  
\*\*\*\*\*OR\*\*\*\*\*
- The motion with the most "in favour" votes is passed.

*Approved September 8, 1997*