75 DIVISION MEETING - CONDUCT [SBL 120]

A) The order of business at a regular meeting of the Division shall be as follows: **[Am 2/27/90, Rt 3/14/90]**

1) Minutes

2) Announcements

3) The business on the agenda

4) Other business

B) The order of business at a special meeting shall be as follows:

1) Minutes – the reading of the minutes may be omitted with the approval of twothirds of the ordinary members present.

2) The business on the agenda.

3) Any other business, the consideration of which is authorized by unanimous consent of the voting members present. Action taken at a special meeting on any matter of business not published in the call to that meeting requires unanimous approval of the voting members present at the meeting.

C) Parliamentary Authority of Division
Questions of order not answered by the Bylaws or Regulations of the Division shall be governed by the current edition of *Robert's Rules of Order.*

D) Written Ballot at Division Meeting
Any motion before a Divisional meeting shall, when the question is called, be submitted to a written ballot of the members present at the meeting, provided either that the presiding officer so orders or that fifteen percent (15%) of the members present so request.

E) Mail Ballot
Action taken at a meeting of the Division shall be submitted to a mail ballot at the request of onethird of the members present and voting. **[En 5/25/76]**