

**SPECIAL RULES OF THE 2021 VIRTUAL MTA REPRESENTATIVE ASSEMBLY**

**Due to COVID-19 and the impossibility of holding an in-person 2021 Annual Meeting, the following Rules governing the virtual 2021 Annual Meeting are recommended for adoption by the MTA Annual Meeting of Delegates, upon advice of the MTA Parliamentarian and the MTA Bylaws and Standing Rules Committee.**

1. The Annual Meeting Business shall be limited to the call to order; land acknowledgment; Pledge of Allegiance; National Anthem; announcements; elections, awards recognition; adoption of credentials reports, adoption of special meeting rules, adoption of the order of business, and adoption of election results; an issues forum; new business; 2020 and 2021 Amendments to Standing Rules, Bylaws, and Resolutions; 2021-2022 budget; leadership reports; and closing comments.
2. The adopted order of business notwithstanding, elections will take place at the conclusion of whichever item of business is being transacted at 11:00 am and will conclude no less than 25 minutes later. No business will be transacted during the elections. Election results will be presented at the conclusion of whichever item of business is being transacted at the time when the tabulations have been completed and certified.
3. There shall be an official Parliamentarian appointed by the President.
4. The Annual Meeting shall be conducted using an online platform that will allow for recognition of delegates wishing to speak, opportunity for questions and debate, and online voting (for both motions and elections).
5. Only registered delegates will be provided access to participate in the meeting, be recognized to speak, and vote.
6. During the Annual Meeting, anyone wishing to speak or make a motion shall use the Speaker Queue feature of the virtual platform and shall be recognized in order, starting with as many as three (3) "Requests for Information," followed by rotation of "For," "Against," and "Request for Information." Points of Order pertaining to a violation of the rules shall also be recognized and shall take priority over other matters.
7. All motions requiring a second are deemed to be seconded.
8. The chair shall provide the opportunity for debate on both sides of the question. A motion to close debate is not in order prior to the opportunity for at least one speaker on each side.
9. Upon recognition, any delegate shall identify themselves by stating their name and local association or retired member.
10. No delegate shall speak more than twice on the same item, nor longer than one (1) minute.
11. A delegate debating a motion may not conclude his or her remarks by moving to close debate.
12. There shall be no yielding of the microphone or speaking time to another delegate.
13. Registered non-delegate members, observers, and accredited members of the press will be provided access to the online platform to observe the proceedings but may not vote and may not be recognized to speak, with the exception of those with a role on the agenda or when called upon by the presiding officer to respond to questions.
14. Quorum shall be established based on the number of delegates connected to the virtual meeting platform as verified by the AV professionals. Individual connectivity issues shall not be the basis for a Point of Order or a challenge to the result of any votes or elections.
15. Time spent on Bylaws and Standing Rules amendments proposals shall not exceed 10 minutes per proposal.
16. Time spent debating Resolution amendments shall not exceed 30 minutes. The Debate time for each Individual Resolution will be determined by dividing the allotted debate time by the number of Resolutions held for discussion.
17. After presentation of the budget, debate time for the budget shall not exceed 45 minutes.

18. Time spent on New Business Items with or without budgetary implications shall not exceed 10 minutes per item.
19. Total time spent on the Issues Forum shall not exceed 20 minutes.
20. If there are speakers in the queue when the item time allotted has been reached a vote shall be taken on whether to extend debate for an additional five minutes. A 2/3 vote is required to extend the time.
21. Executive session will not be possible during the 2021 Annual Meeting of the Delegates.
22. Unless otherwise specified, all amendments to the Bylaws affirmatively adopted by the delegates shall take effect on the first day of the fiscal year next following.
23. As communicated to delegates during the month of April in the call to the Meeting and via email and at the pre-convention meetings, all New Business Items must have been received by MTA Governance (via email, per instructions) by 5 pm on Wednesday, April 28, to be considered.
24. The time for New Business Items with budgetary impact will be immediately prior to the presentation and vote on the MTA budget.
25. Points of personal privilege shall not be recognized until the conclusion of the adopted order of business.
26. No campaigning shall be allowed while elections are in progress or at any point during the Meeting.
27. Candidates in contested elections for at-large seats, or their designee, shall be given the opportunity to address the delegates for three (3) minutes within the virtual meeting, immediately upon the conclusion of the first business session.  
Candidates in contested elections for district/regional seats and for Retired Members Committee shall be given the opportunity to provide prerecorded candidate speeches, up to three (3) minutes in length. The recordings will be available for online viewing and shall be promoted to the electorate prior to the meeting and a reminder of how the delegates may view them shall be given at the conclusion of the first business session.