

**Sunnyslope County Water District**  
**Rules of Order for Board and Committee Meetings**

**7160: Rules of Order for Board and Committee Meetings**

**7160.1 General.**

- A. Action items shall be brought before and considered by the Board by motion in accordance with this policy. These rules of order are intended to be informal and applied flexibly. If these rules of order are insufficient, the Board will revert to Robert's Rules of Order per Chapter 2.05.060 paragraph H. of the district's Code.
  - 1. If a Director believes order is not being maintained or procedures are not adequate, then he/she should raise a point of order - not requiring a second - to the President. If the ruling of the President is not satisfactory to the Director, then it may be appealed to the Board. A majority of the Board will govern and determine the point of order.

**7160.2 Obtaining the Floor.**

- A. Any Director desiring to speak should address the President and, upon recognition by the President, may address the subject under discussion.

**7160.3 Motions.**

- A. Any Director, including the President (only if he/she passes the gavel for that item), may make or second a motion. A motion shall be brought and considered as follows:
  - 1. A Director makes a motion; another Director seconds the motion; and the President states the motion.
- B. Once the motion has been stated by the President, it is open to discussion and debate. After the matter has been fully debated, and after the public in attendance has had an opportunity to comment, the President will call for the vote.
  - 1. If the public in attendance has had an opportunity to comment on the proposed action, any Director may move to immediately bring the question being debated to a vote, suspending any further debate. The motion must be made, seconded, and approved by a majority vote of the Board.

**7160.4 Secondary Motions.** Ordinarily, only one motion can be considered at a time and a motion must be disposed of before any other motions or business are considered. There are a few exceptions to this general rule, though, where a secondary motion concerning the main motion may be made and considered before voting on the main motion.

- A. **Motion to Amend.** A main motion may be amended before it is voted on, either by the consent of the Directors who moved and seconded, or by a new motion and second.

