

Standing Orders for 57th Annual General Meeting

- 1 No business will be transacted at an annual general meeting other than that specified on the agenda of that annual general meeting.
- 2 Matters which the Canoeing Ireland Board of Management consider to be urgent and which arose too late for inclusion on the agenda of an annual general meeting may be brought before an annual general meeting with the consent of the majority of the generals present and eligible to vote at that annual general meeting.
- 3 No motion of which notice appears on the agenda of an annual general meeting will proceed in the absence of least one of the members who proposed the motion and a general of the club which seconded the same motion. Motions proposed by the Canoeing Ireland Board of Management will not require a seconder.
- 4 No motion which has been duly proposed, seconded and circulated in accordance with the Canoeing Ireland Articles may be amended other than by procedures specified in the Canoeing Ireland Articles or in these Standing Orders.
- 5 Motions duly proposed, seconded and circulated in accordance with the Canoeing Ireland Articles will be liable for amendment at an annual general meeting as follows:
 - An amendment cannot be a direct negative of a motion. It must be relevant and within the scope of the motion being considered.
 - No member will move more than two amendments upon any motion.
 - All amendments must be dealt with separately. When an amendment is proposed and seconded, discussion must be confined to that amendment and a vote taken. If carried, the original motion is then put to the meeting in its amended form, when it is then open for discussion and possible further amendment. If lost, the original motion stands and discussion proceeds.
 - If an amendment to an amendment is moved, the amendment proposed to be altered stands for the time being only in the position of an original motion. Other amendments to the amendments may be moved in succession. The maximum number of amendments permitted to the amendment to a motion is six. On the sixth amendment to an amendment being reached, or should the meeting have no further amendments which it wishes to put to an amendment, the amendments will be put to the meeting by the Chairperson in the reverse order in which they were originally put.

Note

It should be clearly understood that such amendments to amendments apply only to the amendment and not to the original motion itself. Each amended amendment, therefore, must be voted in reverse order as previously defined.

- 6 During debate, speakers must announce their name and the club/group they represent after they have addressed the Chairperson.
- 7 The Chairperson will have the power to adjourn the meeting or to settle points of discussion not otherwise dealt in the Canoeing Ireland Articles or these Standing Orders.
- 8 On any question of procedure or interpretation of Standing Orders, the ruling of the Chairperson will be considered final.
- 9 It will be appropriate for any member to move without comment "that the motion be now put". If such a move is seconded and supported by the majority of those eligible to vote, the Chairperson will call upon the proposer to make a reply and the motion will be put forthwith without further delay.

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- 10 A person will be considered guilty of a breach of Standing Orders who;
 - uses objectionable words and refuses to withdraw them or offer a satisfactory apology;
 - uses offensive words in respect of another person;
 - wilfully disturbs the orderly conduct of business;
 - Disobeys a lawful order of the Chairperson.
- 11 Any person who commits a breach of Standing Orders may, on being declared by the Chairperson to be guilty of a breach of Standing Orders, be penalised, with the agreement of the Meeting by;
 - being ejected from the Meeting;
 - or being suspended for a fixed period from attending meetings.

In the case of a person being declared guilty of a breach of Standing Orders, the breach of the Standing Orders will be distinctly stated. The person so charged will then be allowed to provide an explanation before any action is taken. Having provided an explanation or on refusing to do so, the offending person will be requested to retire from the meeting room and await the result of the Meeting's discussion in relation to the charge.
- 12 The proposer of a motion or an amendment to it may speak for 5 minutes but not more than 5 minutes.
- 13 A member speaking on a motion or an amendment to it may not speak for more than 2 minutes.
- 14 The proposer of a motion or an amendment to it may speak a second time for 2 minutes immediately before a vote is taken, but other members may not speak a second time to the same motion.
- 15 When the Chairperson considers that matter has been sufficiently discussed, the proposer may be called upon for a reply and when this has been done a vote must be taken.
- 16 Generals will be issued with voting cards, which must be displayed when voting by a show of hands.
- 17 At any general meeting a motion will be decided on a show of hands unless a poll is demanded.
- 18 Elections will be conducted by secret ballot. Ballot papers listing the names of candidates will be distributed to generals. In the case of the election in an uneven year the Canoeing Ireland President and two Executive Members, the Non-Olympic High Performance Representative, the Dublin & Muster Representatives will be elected. The election of the President will occur first. The candidate receiving the most votes will be deemed elected. The election of the Canoeing Ireland President will be followed by the election of the Executive Members and other uneven year representatives; there will only be one ballot for the executive positions and the top two candidates receiving the most votes will be deemed elected. The remaining representative positions will be filled by separate ballot papers. In the case where only one candidate has been proposed then they will be declared duly elected. In the case of the election in an even year of the remaining 2 members of the Executive, the Olympic High-Performance Representative, the Recreational Representative, the Leinster and Connaught Ulster Representatives will be elected. There will only be one ballot for the executive positions and the top two candidates receiving the most votes will be deemed elected. The remaining representative positions will be filled by separate ballot papers. In the case where only one candidate has been proposed then they will be declared duly elected. The meeting will appoint two tellers who will collect and count the votes. In the event of a tie a second ballot will be held, followed if necessary by a decision by lot.