

**Parkdale Community Association
Annual General Meeting
May 15, 2025
Calgary, AB**

Meeting Special Rules

Purpose: Special Rules are a common and useful parliamentary method for the Membership to clarify key rules and understandings in order to make the meeting efficient and fair for all Members.

Approval: These proposed Special Rules are subject to the approval of the Membership. A vote of 2/3 or more in favour is required to adopt these rules for the meeting. If approved, the rules can be further modified by the Membership at any time during the meeting with a 2/3 vote in favour to amend.

1. A member seeking recognition to speak will raise their hand and, when recognized, will say their name before speaking.
2. Members may only speak twice in debate on any motion and for no more than two minutes per speaking time.
3. Debate is always through the Chair and must be respectful at all times. Debate must always relate to the pending motion.
4. Nominations
 - a. A list of candidates who have submitted their names in advance will be presented to the Members
 - b. Additional nominations from the floor may be made.
5. Election of Board of Directors
 - a. Tellers
 - i. The Members will appoint two persons to serve as Tellers for the election.
 - b. Non-Contested Elections (the exact or less number of nominees than available positions)
 - i. Nominees will be elected by acclamation without the need for a vote.
 - c. Contested Elections (more than the number of nominees for available position(s))
 - i. Contested elections will be conducted by secret ballot.
 - ii. The Tellers will count the ballots.
 - iii. The person receiving the most votes will be elected. If there is a tie for the most votes, the ballot will be repeated up to two more times. If the vote is still tied after three ballots, a name will be drawn at random to determine the winner.