

District Council Meeting Standing Rules

From TI District Administrative Bylaws, Articles IX - XI and XIII, as amended (Not subject to approval by the District Council)

District Council Composition: The District Council shall consist of the District Executive Committee and the representatives from each Member Club in good standing in the District, who are the Club President and Vice President Education. Each Member Club is entitled to two (2) votes, and the club can determine whether the Club President or Vice President Education, holding two (2) votes, or both representatives, with one (1) vote each, will act as voting members of the District Council. These shall be the only voting members of the District Council. The District Executive Committee is composed of the District Director, Program Quality Director, Club Growth Director, Public Relations Manager, Administration Manager, Finance Manager, Division Directors, Area Directors, and the Immediate Past District Director.

Quorum: On the basis of two (2) votes per club, one-third of the Member Clubs in good standing in the District shall constitute a quorum for all District Council meetings. The continued presence of a quorum is presumed unless the chair declares otherwise.

In the event that any business is transacted at any District Council meeting at which a quorum is not present, the action shall be deemed as valid as if a quorum were present if it thereafter is expressly approved by electronic transmission or other reasonable means by the affirmative vote of a majority of the Member Clubs in the District on the basis of two (2) votes per club.

Proxies: Proxies are not permitted.

Voting: When the voting process is conducted only the Club President and/or Vice President Education of any Member Club may vote on behalf of the club as its representative. Either club officer may carry the club's two (2) votes or each of these club officers may carry one (1) vote, as determined by the club membership. The representative from any Member Club in good standing is entitled to a maximum of two (2) votes.

District Executive Committee members are entitled to one (1) vote and may cast up to two (2) additional votes as a representative of a Member Club, for a maximum of three (3) votes.

Rules of Order: *Robert's Rules of Order Newly Revised* shall be the final authority on parliamentary procedure insofar as they do not conflict with any provision in the District Administrative Bylaws, the Articles of Incorporation or Bylaws of Toastmasters International, Policies and Procedures, set by the Toastmasters International Board of Directors.

2026-2027 District 218 Standing Rules for Online District Council Meetings

Parliamentary Aids: To expedite the meeting, the Chairperson will use “unanimous consent” whenever possible, particularly for accepting committee reports and routine approvals. Items handled this way will pass automatically without a formal vote unless an objection is raised.

How to Object: Any Council Member may object to unanimous consent by stating “objection” when the Chair asks “if there is no objection”. At that time, you may state your objection or raise your hand in Zoom (press *9 if joining by phone). Keep in mind that asking a point of order or clarifying a detail is not an objection. If an objection is raised, standard parliamentary procedure will resume: a motion must be made, seconded, debated, and voted on.

Debate & Floor Etiquette: While majority rules and minority rights are protected, limited time requires concise debate. Please only offer new information, avoid repeating points already made, and refrain from asking questions already answered in the delegates’ packet. Courtesy and efficiency should be extended to all participants.

Credentials: Registration for the online meeting will close 24 hours prior to the meeting. Registration constitutes credentials check-in.

Submittal of Motions: Resolutions, motions or amendments to motions over 12 words, excluding “I move that,” shall be submitted in writing to the Chairperson immediately after making the statement. For an online meeting this may be done via “chat/SMS.” Motions for “New Business” must be submitted not later than seven days prior to the council meeting.

Addressing the Council: Recognition by the Chairperson is required before a person addresses the District Council. During online meetings, individuals shall be muted unless delivering a report or recognized by the chair and unmuted. To address the District Council, an individual must address the Chairperson and wait for acknowledgment by the Chairperson. For an online meeting, an individual will address the Chairperson through the “raise hand” or “chat” feature and must be recognized by the chair and unmuted before addressing the District Council. Once acknowledged, the individual should state their name, club name, club number, District Council role, and then succinctly state the business. Without recognition, comments will not be part of the official record.

Business Time Limits and Guidelines for Participation: There will be limited debate on items of business. Each individual shall have a maximum of one minute to address the question. Council Members holding ballots have the right to debate before members without ballots. The maximum time for discussing or debating any particular motion, including its amendments, shall be ten minutes. Unless two-thirds majority of Council Members vote in favor of any motion to change the time limits for debate, the Council will immediately vote on the pending question if the ten-minute limit is reached. Any Toastmaster in good standing may voice their opinion on any question of business but may not make any motion nor vote on any business unless they are a Council Member. During the Annual Business Meeting, each district officer candidate, including any floor

candidate, is entitled to a two-minute speech after nominations are closed and prior to election of the respective officer position. At the discretion of the Chairperson, candidate speeches may be suspended for uncontested positions (cases in which only one candidate has been nominated). Speeches by candidates are delivered in alphabetical order of the candidate's last name, by office, beginning with the highest contested office. Each speech shall be delivered by the candidate if present. If the candidate is absent and has consented to the nomination and signed the Officer Agreement and Release Statement, the candidate's representative may give the speech. All floor candidates must identify their intent to run from the floor by seven days prior to the business meeting and must have been interviewed by the District Leadership Committee, no floor candidates will be accepted during the meeting. No other speeches, demonstrations or other activities related to the election of officers are allowed during the Council Meeting.

Announcements: The Chairperson should be informed of any intentions to make announcements before the start of the District Council Meeting.