



Alabama Circle K Code of Policies Standing Rules for the House of Delegates

1. The official language of this convention shall be English.
2. Only the following persons shall be permitted to participate in the House of Delegates: certified delegates who present their official delegate designation (badge, card, ribbon, etc.); members of the Credentials and Elections Committee; members of the Sergeant-at-Arms Committee who are assigned to that session of the House of Delegates; the Resolutions Chair; Parliamentarian; Counseling International Officer (or his/her representative); Circle K International President (if present); the District Administrator; and candidates for district office and International Officer endorsement. Any non-certified delegate may enter in the House of Delegates, but he/she will not be allowed to participate or speak.
3. No one will be admitted as a delegate without an official delegate ribbon. Lost or stolen delegate ribbons will not be reissued.
4. The House of Delegates shall not be closed.
5. Under no circumstances will delegates be permitted to leave the session immediately prior to, or during, the execution of any written balloting.
6. Any amendment shall be signed by the maker and seconder and presented to the District Secretary before it is moved.
7. The maker of a motion shall be entitled to speak first in support of such motion or may immediately yield the floor to another delegate.
8. Debate shall alternate between those speaking for and those speaking against a motion.
9. Microphones, if necessary, shall be designated by signs. Speakers for the motion must use the microphone designated “pro” and speakers against the motion must use the microphone designated “con”. The chair will recognize speakers at the microphones in rotating order.
10. No delegate may speak more than two (2) minutes at a time unless allowed to do so by a majority vote.
11. No delegate may address the assembly a second time on the same question until all delegates who desire to speak on the topic have spoken.
12. A delegate shall not speak for or against a motion and move to close debate on the same recognition.



13. A member of the Sergeant-at-Arms committee shall be positioned at each microphone to relay to the chair priority motions, such as a point of order, a point of information, etc.
14. Debate on any proposed resolution or amendment to the Bylaws, including all amendments thereto, shall be limited to thirty (30) minutes.
15. A motion to move the previous question will not be in order until fifteen (15) minutes of debate has taken place or all microphones are clear.
16. A candidate may be nominated by any delegate when the chair declares nominations for that office to be open. No delegate may nominate more than one candidate for a single office. All candidates must submit the appropriate applications to complete their nomination.
17. Gubernatorial candidates shall be allowed three (3) minutes to speak during the House of Delegates.
18. All other district officer candidates shall be allowed one (1) minute to speak during the House of Delegates.
19. Candidates for International officer endorsements shall be allowed one (1) minute to speak during the House of Delegates.
20. The Resolutions Committee shall report to the delegates all resolutions referred to it. The Resolutions Committee may offer its recommendation on any resolution which it reports.
21. These rules shall be adopted by a majority vote of the House of Delegates. Once adopted, these rules may be suspended or changed by a majority vote of those delegates.
22. Roberts Rules of Order Newly Revised shall be the parliamentary authority for all matters of procedure not specifically covered by the Alabama District of Circle K International Bylaws, the Circle K International Constitution and Bylaws, and these standing rules.
23. Minutes of the meeting of the House of Delegates will be reviewed and approved by the Alabama District of Circle K Board of Officers at their Leadership-through-Service Conference Board Meeting.