

Quivira Falls Board of Directors Meeting Guidelines (October 26, 2016)

A Board of Directors' meeting is a Business Meeting to discuss and act upon issues that pertain to the overall interest and concern of the Quivira Falls Community Association.

Roberts Rules of Order (required by KS 58-4613c)

- All remarks must be directed to the Chair. Remarks must be courteous in language and deportment - avoid all personalities, never allude to others by name or to motives.
- The Agenda and all committee reports are merely recommendations! When presented to the assembly and the question (Motion) is stated, debate begins and changes occur!
- No member can speak twice to the same issue until everyone else wishing to speak has spoken to it once!

Board of Directors' Meetings will come to order at 7:00 pm and will adjourn at 9:00 pm.

- If meetings become non-businesslike, the meeting will be adjourned for 10 or 15 minutes to allow a non-businesslike open discussion in which interruptions, increasing volume, repetitious opinions, and just generally rude behavior will be tolerated.
 - After the allotted time period the meeting will reconvene and proceed with agenda items.
 - Should the meeting again revert into a non-businesslike atmosphere, the meeting will be adjourned.
 - Business not concluded at a Board meeting will be postponed until the following month's meeting.
 - Objections, complaints, protests, and criticisms should be accompanied by solution suggestions if they are to be seriously considered.
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