

Abbe Springs Ranches HOA, Inc. Rules and Regulations

Membership & Board Meeting Rules of Order

The Abbe Springs Ranches Homeowners' Association (HOA), Inc. Board of Directors (BOD) acknowledges that it is necessary to adhere to Robert's Rules of Order, as mandated by our By-Laws, in order to conduct our corporation's meetings effectively and fairly.

Robert's Rules of Order, which is the recognized guide for parliamentary procedures used in running meetings, augments our governing documents and serves as the arbiter for any meeting issue that is not addressed within our By-Laws.

Therefore, the following meeting rules will be added to the bottom of all agendas for membership meetings. In addition, these rules will be in effect for all meetings of the Board of Directors.

Rules of Order

- Only one subject can be considered at a time.
- No one may make a motion or speak in debate until she or he has been recognized by the presiding officer.
- No one may speak twice to a question if another member, who has not had the opportunity to speak, wishes to comment or ask a question.
- No one may speak more than twice on a question or longer than three minutes without the permission of the presiding officer.
- All remarks must be addressed to the presiding officer.

Approved September 5, 2012 via e-mail