2021/2022 Executive Officers Steve Pierce - President Bobby Corser - Vice-President Mark Nelsen - Secretary Phil Welke - Treasurer

## Oregon Chapter of the

2021/2022 Councilors
Tyree Wilde - Councilor

## **American Meteorological Society**

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## **Meeting Rules & Guidelines**

Adopted by the Oregon AMS Executive Council: June 2019 Updated: May 2022

Effective June 2019, the Executive Council of the Oregon Chapter of the American Meteorological Society (OR-AMS) has adopted the following Meeting Rules and Guidelines for all future chapter meetings, as allowed for per line item #5 of the Oregon AMS chapter By-Laws:

- **Article 1 -** Meetings will begin promptly at the time stated in each meeting notification and will be led by members of the executive council.
- **Article 2 -** Respectful meeting decorum will be observed by all meeting attendees. Attendees will be respectful towards the guest speaker, the executive council, guests and fellow members of the chapter. Unruly interruptions will not be tolerated at any time during meetings. Failure of any member(s) / person(s) present to follow meeting decorum as outlined in this document, may be subject to the following actions, in the order given below:
- **2A.** Initial verbal "call for order" given to all members in attendance, by the presiding executive council officer leading the meeting.
- **2B.** Final verbal "call for order" given to all members in attendance, by the presiding executive officer leading the meeting.
- **2C.** If Article 2A and Article 2B are insufficient in bringing "order" to the meeting, the presiding executive officer may adjourn the meeting.
- **Article 3 -** If Article 2C is enacted at any meeting, the executive council will convene before the next regularly scheduled monthly chapter meeting to discuss the meeting decorum and the determine the necessity of further actions. If further actions are deemed necessary, as determined by a simple majority vote of the executive council (4 of the 7 executive council

members), these may include "any" of the following, "combination" of the following, or "any other means deemed appropriate" by a simple majority vote of the executive council:

- **3A.** Written "cease and desist" request sent to person(s) found to be in violation of Meeting Rules and Guidelines.
- **3B.** Suspension of Revocation of any person(s) found to be in violation of Meeting Rules and Guidelines, from attending chapter meetings for the remainder of the Chapter's season (Sept 1<sup>st</sup> through August 31<sup>st</sup>). This may also include revocation of voting rights in Oregon AMS annual chapter elections during the suspension period.
- **Article 4 -** If actions in Article 3 are found to be in violation, the executive officer presiding over the meeting, may, at his or her discretion, ask the meeting facility manager to remove any subject deemed by the executive council to be in violation of Meeting Rules and Guidelines. Refusal of subject to leave premises may result in immediate adjournment of meeting at the discretion of the presiding executive council officer.
- **Article 5** Any person(s) found to be in violation of Meeting Rules and Guidelines will be notified in writing before the next regularly scheduled chapter meeting, of the actions being imposed by the executive council. Such person(s) may offer in writing, within 5 days of receipt of written notification of actions(s), a rebuttal statement as to why this executive council should reconsider its decision(s). The executive council will then respond back within 5 days of receipt, as to whether or not the executive council will amend or remove the action(s) put in place. The executive council's decision at this point will be final.

**Article 6** (Adopted May 2022) – Respectful electronic communication (via email, social media, etc...) with members of the executive council is expected at all times. Electronic submission of election ballots will be accepted via email and are due by the deadline listed on that year's ballot. Printed ballots will also be accepted in-person by the Oregon AMS secretary, at the election meeting held in May of each year. Oregon AMS members "must" be current with their dues by no later than April 1<sup>st</sup> of the election year, in order to be eligible to vote in that year's executive council election.

The purpose of this document is to assure that our monthly chapter meetings are meaningful and in the spirit of our chapter's mission statement that reads, "The purpose of this society shall be to advance professional ideals in the science of meteorology and to promote the development, exchange, and application of meteorological knowledge."

The Oregon AMS Executive Council encourages "healthy debate" at our meetings. However, the chapter leadership does not condone harassment, verbal intimidation or unruly behavior that disrupts chapter meetings. These guidelines are in place to make sure that our meetings will continue to be educational and appropriate for all members of our chapter.