



JUNE 10-11
CONVENTION 2023

LWV LEAGUE OF WOMEN VOTERS'
OF ILLINOIS

PARTICIPATING IN CONVENTION BUSINESS

Convention consists of three plenary sessions, two on Saturday, and one on Sunday. As a delegate you are expected to participate in all three plenary sessions in order to vote informed.

As a delegate of your local League, you come to convention informed but not instructed. While you should understand the viewpoint of your League, deliberation at Convention may influence your vote on an issue.

Overall, delegate participation includes the following:

REVIEW OF CONVENTION MATERIALS ON THE LWVIL WEBSITE

Delegates are expected to arrive at Convention prepared to participate. Please review all convention materials thoroughly. All materials are available on the LWVIL website.

ZOOM LINKS

Zoom links for all convention events will be emailed to each delegate Monday, June 5. The Zoom link for each individual event will also be emailed to each delegate one hour prior to the start of that event.

DELEGATE ZOOM PRACTICE and ORIENTATION (required)

This required 30 minute tutorial session on Thursday, June 8 at 5:30 pm will familiarize delegates with all convention zoom functions so that plenary will run smoothly and every delegate's voice and vote will be heard.

PLENARY SESSIONS

Plenary attendance is required of all delegates. Delegates should plan to sign in 15 minutes before the start time to allow for checking of credentials.

All plenary sessions are webinar format. Delegates will not be seen on the screen and will be muted. The webinar manager will control the microphone. Delegates will communicate with the Convention Team through either the Q&A or chat functions, as described below.

PARLIAMENTARY PROCEDURE

Convention business will be conducted according to parliamentary procedure per the current edition of *Robert's Rules of Order Newly Revised, 12th Edition*. Issues of parliamentary procedure will be answered by our Parliamentarian, Pat Reymann.

The purpose of using parliamentary procedure is simple: to uphold basic League principles by encouraging civil discourse and ensuring that delegates have an equitable opportunity to be heard.

The parliamentarian will be available for consultation via Zoom meeting for 30 minutes immediately preceding each plenary session.

MOTIONS AND AMENDMENTS

These should be submitted to convention23@lwvil.org by June 8 so that slides can be prepared for plenary. See Rules of Convention for further information.

TIMING OF CONVENTION PRESENTATIONS, DISCUSSIONS AND VOTES

Plenaries will be held on Saturday morning and afternoon and Sunday morning. The budget, bylaws, nomination of officers and directors, and program are all presented on Saturday and voted upon Sunday morning.

Not-recommended program items proposed during program planning and listed in the delegate materials may be offered with votes on consideration of each at Saturday afternoon plenary. See Rules of Convention for further information.

Motions expressing the Will of Convention may be made during Saturday afternoon plenary. **Please submit Will of Convention motions to convention23@lwvil.org by June 8.** Such motions direct the state League to take a specific advocacy action, but may not divert human or financial resources from the adopted League program or budget. (For example, a Will of Convention Motion could direct that a letter be sent to the governor or the legislative leadership on a critical issue.) Will of Convention motions will be voted upon Sunday morning.

ATTENDANCE AT Q&A MEETINGS

Two Q & A meetings are scheduled Wednesday, June 7, Budget at 6:30 pm and Program at 7:45 pm. These are optional meetings where LWVIL Board members will be available to answer any topic specific questions.

ZOOM FUNCTIONS DURING PLENARY

SIGNING IN

Delegates are requested to sign in by clicking on their Zoom link 15 minutes before the start time to allow for checking of credentials. Delegates must sign into Zoom with their first and last name.

VOTING BY ANONYMOUS POLLING: Most votes will use the poll function. Polls are anonymous. A poll will appear on your screen stating a specific motion. You will enter your yes or no vote and click submit. Delegates must vote within the time announced.

VOTING BY RAISED HAND: The presiding officer may choose to use the raise hands function for voting. Delegates will be asked to click on the raise hands icon to indicate their “aye” vote. If

there is no clear majority, hands will be lowered. Then a “no” vote will be called, hands raised and counted.

QUESTIONS: Q&A FUNCTION

The Q&A function will be used for questions after presentations. Delegates should type QUESTION, the name of their League, then their question. The Convention team will read questions to the presenter.

DEBATE: Q&A FUNCTION

The Q&A function will be used for delegate debate. To state a PRO or CON, delegates should type either PRO or CON and the name of their League. Delegates will be called on and their microphones will be turned on by the webinar manager. Delegates have one minute to speak. They should state their name, League and pro/con position. After one minute, the webinar manager will mute the microphone. PROS and CONS will be alternated.

PARLIAMENTARY RED FLAGS: CHAT FUNCTION

The chat function will **only** be used for the Parliamentary Red Flags below. The chat can only be seen by the Convention Team and the parliamentarian. Delegates must type the specific Red Flag (below) their name, and the name of their League. The Convention Team will read the Red Flag to the parliamentarian.

POINT OF ORDER: To be used when Rules of Convention or proper procedure are not being followed.

REQUEST FOR INFORMATION: Used to seek urgent information necessary before decisions can be made.

PARLIAMENTARY INQUIRY: To ask for direction or procedure.

QUESTION OF PRIVILEGE: This relates to the comfort of the delegates or operation of the assembly.

The parliamentarian will be available at a separate Zoom meeting for 30 minutes immediately preceding each plenary session.