



CONVENTION 2021

LWV LEAGUE OF WOMEN VOTERS'
OF ILLINOIS

60th Biennium: Uplifting Democracy, Equity and Our Ideals

PARTICIPATING IN CONVENTION BUSINESS

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

Overall, delegate participation includes the following:

REVIEW OF CONVENTION MATERIALS

Convention materials are indispensable to your understanding of convention proceedings and should be thoroughly reviewed. These materials are/will be available on the LWVIL website.

ATTENDANCE AT Q&A MEETINGS

Topic specific Q & A meetings are scheduled June 1-12 in the evening. These are optional meetings to answer your specific questions that delegates will vote on. Please read the convention materials and have your questions ready.

DELEGATE ZOOM PRACTICE and ORIENTATION

This short tutorial session in the evening on June 8 will allow delegates to become familiar with all convention zoom functions so that plenary will run smoothly and every delegate's voice and vote will be heard. With an unprecedented number of delegates, it is important that all delegates are "zoom functional" at the start of plenary.

PLENARY SESSIONS

Plenary attendance is expected of all delegates. These are webinar format and will be held on Saturday morning and afternoon and Sunday morning: The budget, bylaws, updated Criminal Justice position, nomination of officers and directors, program and 501c4/3 transition motions are all presented and debated on Saturday and voted on Sunday morning. Delegates should start "checking in" 15 minutes prior to the start of the plenary session.

Links for all meetings and sessions will be emailed to delegates. Questions? Contact convention chair Cheryl Budzinski, cbudzinski@lwwil.org

CONVENTION MATERIALS ON THE LWVIL WEBSITE

Convention Materials are indispensable to participation. Materials relevant to convention proceedings include the following and should be thoroughly reviewed.

- Tips on Parliamentary Procedure/Parliamentary Procedure at a Glance
A short form of commonly practiced parliamentary procedures is included. To assist you, the parliamentarian will be available at specific times noted in the order of business.
- Proposed Rules of Convention
Convention rules not covered by bylaws are adopted by a majority vote at the beginning of convention. The rules may be amended, rescinded, or suspended by a two-thirds vote.
- Proposed Order of Business
The convention chair will ask for a motion to adopt the proposed order of business at the beginning of convention. A majority vote is needed to adopt. After adoption, a two-thirds vote is required to make a change.

PLENARY SESSIONS

Plenary will take place as a Zoom webinar. Delegates will not appear on screen and the webinar manager will exercise control over the microphone. Delegates will communicate with the panelists through either the Q&A or chat functions, as described below.

Parliamentary procedure will be used during plenary, with *Robert's Rules of Order, 12th edition* as a reference. During plenary, questions for the parliamentarian may be asked in the Q&A function. The parliamentarian, Deborah Underwood, will also be available in a separate Zoom meeting a half an hour before each plenary session to answer questions from all delegates.

ZOOM FUNCTIONS AND THEIR APPLICATION DURING PLENARY

SIGNING IN:

Delegates must sign in with their first and last name and are requested to arrive 15 minutes early to allow for checking of credentials.

VOTING: POLLING FUNCTION

A poll will appear on your screen so you can enter your vote. There are time limits when using polling which will be announced in advance. These are anonymous polls.

VOTING: RAISE HANDS FUNCTION

The chair may choose to use "raise hands" 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 "nay" vote will be called and 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. (EXAMPLE: "QUESTION, Jackson County, Why is this being proposed?") Panelists will automatically see the delegate's name and may respond directly to questions, or will read them to the presenter.

DEBATE: Q&A FUNCTION

To speak during debate, delegates should use the Q&A function. Type either PRO or CON and the name of their League (EXAMPLE: "PRO, Peoria"). Panelists will automatically see delegates' names and will call speakers, alternating pro and con. Delegates who are selected will receive an "unmute yourself" message on their screen. Microphones will be turned on by the webinar manager. Delegates should state their name, League and pro/con position. They will have one minute to speak. After one minute, the webinar manager will mute the microphone.

RED FLAGS: CHAT FUNCTION

The chat function will be used for the Parliamentary "red flags" below. The chat can only be seen by the panelists and parliamentarian

POINT OF ORDER: Used when the Rules of Convention or proper procedure are not being followed.

POINT OF 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.

MOTIONS AND AMENDMENTS

These should be submitted to convention@lwvil.org by June 11 so that slides can be prepared for plenary. See Rules of Convention for further information.

TIMING OF CONVENTION PRESENTATIONS, DISCUSSIONS AND VOTES

The budget, bylaws, Criminal Justice position update, program, and 501(c)(3) transition are all presented and debated on Saturday and voted on Sunday morning. See Rules of Convention for further information.

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 to convention@lwvil.org by June 11. 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.) Vote taken during Sunday morning plenary.