

**STANDING RULES
OF THE VIRGINIA STATE COUNCIL
OF EPSILON SIGMA ALPHA INTERNATIONAL**

1. The following rules shall control the business of the VSC of ESA International:

a) Robert's Rules of Order Newly Revised shall be the parliamentary authority.

b) The voting power of the VSC shall consist of qualified delegates and elected officers of the VSC. Chapters in good standing with the IC and the VSC are entitled to one (1) vote for every ten (10) members or fraction thereof. Proxy voting shall be allowed only in the election of officers.

c) Any member in good standing with ESA Headquarters and with a chapter in good standing with the VSC may make a motion.

d) Debate on any one question shall be limited to ten (10) minutes. No person shall hold the floor for more than two (2) minutes. The mover of the motion, however, shall be allowed three (3) minutes and has the privilege of opening and closing the discussion. A member has the right to speak twice on the same question, but cannot make a second speech on the same question as long as any member who has not spoken on that question desires the floor.

e) Members shall indulge in no personalities and shall avoid reference by name.

f) To secure the floor, a member shall rise and address the chair, giving their name, chapter, and town. The member shall speak distinctly and loudly enough so that the President and Secretary will have no difficulty in knowing who s/he is and from where s/he comes.

g) The ESA pin is worn over the heart and is worn alone. Name tags shall be worn on the right side.

2. The following rules shall apply to VSC candidates for IC and SERC office:

a) Nomination approval for an IC office shall be withdrawn when the candidate has been unsuccessful in five (5) consecutive bids for office.

b) Nomination approval for an SERC office shall be withdrawn when the candidate has been unsuccessful in five (5) consecutive bids for office.

3. The following rules shall apply to the VSC Convention:

a) Registration fees shall be determined by the convention hostess chapter(s).

b) Registration fees shall be refunded only under extenuating circumstances.

c) Hospitality items shall be placed in the rooms of the IC, SERC, and other special guests, as expressions of welcome from the VSC. The President shall designate someone to handle this.

d) Personal gifts shall be presented to the IC, SERC, other special guests, and the Convention Chairman at the Third General Assembly as tokens of appreciation from the VSC. The President shall be responsible for the procurement of these gifts.

e) No personal gifts, other than those mentioned in the foregoing paragraph, shall be given during convention meetings.

f) Awards for state-sponsored contests shall be presented at a time decided upon by the Executive Board.

g) Special awards may be presented with the permission of the Executive Board and shall be given at time suitable to the Board so as not to interfere with procedure of convention business.

h) All meals, lodging, and registration fees for the IC and SERC Representatives shall be convention expenses. Transportation arrangements for the IC and SERC Representatives between the airport and the convention site shall be the responsibility of the Convention Chairman.

i) Lodging for the Convention Chairman shall be a convention expense for the duration of the convention if a complimentary room is not available for their use.

j) A moneymaking project may be sponsored by the hostess chapter(s) at the convention, with the proceeds of said project to be used by the hostess chapter(s) to help defray convention expenses.

k) The Convention Registration Chairman shall report at the Third General Assembly of the convention the number of members and guests registered at the convention.

l) Individuals not affiliated with ESA, performing judging duties at the convention, shall be compensated for a meal. The cost of their meals shall be a convention expense.

m) The Past Presidents' Auxiliary shall bear the expenses incurred in the installation of their officers and inducting the Junior Past President into their group.

4. The following rules shall apply to the selection of a state project:

a) The recipient shall be an agency serving mankind and in need of the support of the VSC.

b) The recipient may receive funding from other sources.

c) Funds raised by the VSC shall be used for specific items or to finance a specific need.

d) Individuals, chapters, or area councils desiring to propose a project shall submit their proposal to the VSC Executive Board, with a copy to the State Project Director at least thirty (30) days in advance of the Spring VSC meeting for review prior to presentation to the membership at said meeting. The sponsoring individuals, chapters, or area councils shall be responsible for acquiring a speaker for said meeting if that is the desire of the sponsor.

e) The state project shall be selected by vote at the VSC Convention held in even numbered years. In the event of only one proposed project, voting may be by general consent.

f) In the event more than one recipient is selected, all monies collected for the State Project are to be divided equally among the recipients; unless clearly stated and recorded as part of the proposal.

5. Moneymaking projects sponsored by individuals, chapters, committees or outside vendors at VSC meetings shall require prior approval of the VSC Executive Board.

Revised May 2018; April 2020