

Virtual AMS Council Meeting Procedures

1. The meeting will take place using a virtual meeting software called Zoom.

Speaking

2. Members of AMS Council are responsible for self-regulating themselves in regard to muting and unmuting their microphones.
3. If you would like to speak, please use the 'Raise Hand' function and the Speaker will call upon you when you have the floor.

Moving & Seconding

4. If you would like to move or second a motion, please use the 'Raise Hand' function when asked by the Speaker for a mover and second.

Voting

5. The Speaker will announce that a vote is about to take place using their microphone and once they have posted the motion in the Chat, then Council Members must submit their vote in the chat section.
 - a. Council Members may post 'YES', 'NO', or 'ABSTAIN'.
6. The Speaker will inform Council when the voting window is closing by counting down from 5 and once the Speaker has written 'VOTING ENDED' in the chat box, no further votes will be registered in the tally, just like in an ordinary meeting of Council when the time elapses.