

Meeting Procedures for 10/01/2019

The purpose of the meeting is to set up the future direction of the successor body to the Coraki Healthy Town Challenge Committee. Thus it is important that all the tasks proposed for the meeting are completed on that day. The meeting objectives include the establishment of the new organisation, its office bearers and the objectives of the organisation. There is also the need to endorse a number of activities which require immediate action namely the Wetlands Project and the Coraki hospital site.

After consideration of the number of tasks set by the agendas, as Chair CHTCC, I believe the following measures are needed to ensure that all business is completed, as efficiently and democratically as possible

The (first) agenda for the CHTCC will only allow the members of the Committee to speak and vote on the proposals. That is:

Cheryl Marshall, Yvonne Lawrence, Brenda James, Jodie Hughson, Patricia Hughes, Shelly Hayes, Martina Pattinson, and Donald Burgess.

The agenda for the CCIC will be open to all persons attending the meeting to speak and vote on the proposals

For both agendas the following applies:

For each item and/or proposal each person will be given 2 minutes to speak once to the proposal. The Chair will time each speaker and give a 10 second warning to finish up. When the Chair is speaking to a proposal the Secretary will assume the role of time keeper.

Secretary (Shelly Hayes) will record a seconder for each proposal prior to the Chair opening discussion. Without a seconder the proposal lapses.

The proposer will be the first and last to speak to a proposal.

While the person who has the floor is speaking side conversations are not allowed