

Standing Rules of Procedure of the Board of Alders
As Amended January 5, 2026

SECTION 1. CALL TO ORDER AND QUORUM

The President shall take the chair at the hour appointed for the meeting and call the members to order. The roll shall be called to determine the presence of a quorum*. No business shall be conducted unless a quorum is present. Upon establishment of a quorum, the President shall call for the invocation of Divine guidance. Following approval of the journal of the preceding meeting, the President shall proceed with the business of the Board.

SECTION 2. AUTHORITY OF THE PRESIDENT

The President shall preserve order and decorum, shall decide all points of order, and shall rule thereon in preference to other members, subject to appeal to the Board by a motion duly seconded; and no other business shall be in order until such appeal shall have been decided. The President shall appoint all committees unless the Board shall otherwise direct.

SECTION 3. MOTIONS IN ORDER AND VOTING

When a question is under debate, the President shall receive no motion except to adjourn, to lay on the table, for the previous question, to postpone to a certain day, to commit, to amend, or to postpone indefinitely. Such motions shall have precedence in the order herein stated. The President shall declare the result of all votes; and if the result be doubted, the President shall order a count and return of the number voting in the affirmative and in the negative, without further debate

SECTION 4. TEMPORARY RELINQUISHMENT OF THE CHAIR

The President may call any member to the chair for a period not extending beyond adjournment; and while out of the chair, the President may participate in debate, but shall not resume the chair while the same question is pending; and upon going into a Committee of the Whole, the President shall appoint a Chair.

SECTION 5. ORDER OF QUESTIONS

Questions shall be propounded in the order in which they are moved, unless the subsequent motion be previous in its nature; except that in naming sums and fixing times, the largest sum and the longest time shall be put first.

SECTION 6. STATING AND DISPOSITIONS OF MOTIONS

After a motion has been made, and the same has been stated by the President, it shall be disposed of by a vote of the Board, unless withdrawn by the mover, with the consent of the Board, before amendment or decision.

SECTION 7. MOTIONS TO ADJOURN AND TO LAY ON THE TABLE

A motion to adjourn shall always be in order; provided that the presiding officer has stated, "Unless there is any further business that may properly come before the Board, I shall entertain a motion to adjourn." Motions to adjourn and to lay on the table shall be decided without debate.

*A majority of all the members of said Board shall constitute a quorum for the transaction of business.” (Charter, Sec. 39).

SECTION 8. PREVIOUS QUESTION

The previous question shall be in this form: “I move the previous question.” To succeed, it must be seconded and receive an affirmative vote of two-thirds of the members present, and, until it is decided, shall preclude all amendment and debate of the main question. After the adoption of the previous question, the sense of the Board shall forthwith be taken upon all pending amendments, and then upon the main question. Should the motion for the previous question be decided in the negative, the status of the main question shall be the same as before the previous question was called for.

SECTION 9. WRITTEN MOTIONS

Every motion, except those relating to procedure, shall be reduced to writing and submitted to each member of the Board before presentation.

SECTION 10. RECONSIDERATION OF VOTES

A motion to reconsider a vote shall be in order only at the same meeting, or at the next regularly scheduled meeting succeeding that at which the vote was passed; and such motion shall not be entertained unless made and seconded by a member voting with the majority, or, in the case of an ordinance, with the prevailing side.

When a motion to reconsider a vote is made at the same meeting at which the vote was passed, its consideration shall be postponed until the next regularly scheduled meeting, provided one-fourth of the members voting shall so require; and provided further, that no action of the Board upon a motion to reconsider a vote upon an incidental or subsidiary question shall remove the main subject under consideration from before the Board.

When a motion for reconsideration is decided, that decision shall not be reconsidered. Motions to postpone until the next regularly scheduled meeting, and consideration of a motion to reconsider a vote, shall not be debated.

SECTION 11. AMENDMENTS

Every amendment shall be germane to the main motion.

SECTION 12. DIVISION OF QUESTIONS

All questions shall be divided, when the sense will admit of it, by the President, either at the President’s discretion or when called for by any member of the Board.

SECTION 13. ORDER OF BUSINESS

At each regular meeting of the Board, the order of business shall be as follows:

1. Roll Call of Members
2. Divine Guidance – Moment of Meditation
3. Approval of the Journal of the preceding Board meeting
4. Nominations and Elections
5. Unanimous Consent Items
6. Communications and Petitions

7. First Readings
8. Second Readings, with Committee Reports
9. Such other business as may be necessary
10. Suspension of Section 24-1(a), if necessary

SECTION 14. PARLIAMENTARY AUTHORITY

All points of order or procedure not otherwise provided for shall be determined by *Robert's Rules of Order, Revised*.

SECTION 15. PROCEDURE EXPRESSIONS FOR ORDERS, RESOLUTIONS AND ORDINANCES

In all votes expressing anything by way of command, the form shall be "ordered"; except in the case of ordinances, which shall be enacted in the form "Be it ordained," or in such other form and manner as may be prescribed by law. In expressing opinions, principles, facts, or purposes, the form shall be "resolved."

SECTION 16. COMMITTEE HEARINGS ON NOMINATIONS

Whenever the Mayor shall, as required by law, submit any nomination for approval by the Board of Alders, the appropriate committee of the Board shall hold a hearing on such nomination for the purpose of ascertaining the qualifications of the nominee. No such nomination shall be acted upon until the nominee has appeared at a hearing of such committee.

SECTION 17. RECOGNITION AND CONDUCT OF DEBATE

When a member is about to speak in debate, the member shall seek recognition and respectfully address the President; and, upon being recognized, the member shall stand and shall confine comment to the question under debate, and shall avoid personalities or imputing improper motives to any member. When two or more members seek recognition at the same time, the President shall name the member who is to speak first.

SECTION 18. MENTION OF MEMBERS IN DEBATE

No member shall be mentioned in debate by name, but may be referred to by such designation as will be intelligible and respectful.

SECTION 19: POINTS OF ORDER

No member speaking shall be interrupted by another, except by a point of order. If any member, in speaking or otherwise, transgresses the rules of the Board, the President shall, or any member may, call such member to order, in which case the member so called to order shall sit down, unless permitted to explain. Where there is an appeal to the Board and a decision in favor of the member called to order, that member shall be at liberty to proceed; if otherwise, that member shall not be permitted to proceed without leave of the President.

SECTION 20. LIMITS ON DEBATE AND PRIORITY OF BUSINESS

No member shall speak more than once on a question until other members seeking recognition shall have been heard, nor more than twice without the consent of the President; and all questions relating to priority of business shall be taken without debate.

SECTION 21. ROLL CALL VOTING

On all questions and motions whatsoever, the President shall take the sense of the Board by roll call upon the request of any member, or when one-fifth of the members present so require. A request for a roll call vote shall be in order only after debate has concluded and before the vote is taken. Upon a proper request for a roll call vote, the President shall acknowledge the request and direct the Clerk to call the roll.

SECTION 22. DUTY TO VOTE

Every member who shall be present when a question is put shall vote, unless excused by the President for special reason, or unless the member's private interest is involved therein.

SECTION 23. RECORDING OF UNANIMOUS CONSENT

Upon the passage of any order or resolution, or the granting of any petition, for which the unanimous consent of the Board is required by the Charter of said City, an entry of the fact that unanimous consent was obtained shall be made upon such order, resolution, or petition.

SECTION 24: SUBMISSION AND DISPOSITION OF MATTERS

The following procedures shall govern the submission through the final disposition of all matters that come before the New Haven Board of Alders; provided, however, that nothing herein shall be construed to conflict with the provisions of the Charter of the City of New Haven.

(1) All items to be submitted to the Board of Alders shall:

(a) Be submitted in complete documentary form to the Office of the City Clerk no later than 12:00 noon of the fourth business day preceding the next regular meeting; or, in the case of special meetings of the Board, in accordance with the requirements of the Freedom of Information Act, except as provided in subsection (d) of this section.

(b) Be submitted to the Office of the City Clerk accompanied by a standard form indicating that the sponsoring City agency has informed the member representing the affected ward or wards of the item prior to its formal consideration by any City agency, where the item relates to real estate development, tax abatements, appointments to City boards or commissions, public property, City services, City infrastructure, or tax-exempt property; and

(c) Be listed by title in the section titled "Communications" of the printed agenda of said meeting; be distributed to each member with the agenda on which it is listed as a Communications item; and be read aloud or noted in summary form publicly at said regular or special meeting.

(d) When suspension of Rule 24-1(a) is sought, a written statement, on a form provided by the Office of Legislative Services, justifying the need for such suspension shall accompany the item or items. All items submitted for Unanimous Consent for immediate consideration on a Suspension Agenda shall be reviewed by the leadership of the Board of Alders; and upon the determination of a majority of the President (or President Pro Tempore), the Majority Leader (or Deputy Majority Leader), and the Minority Leader (or Deputy Minority Leader) that an item is not of a bona fide emergency nature requiring

immediate consideration, such item may be withheld from the Unanimous Consent section of the Suspension Agenda.

(e) Any item submitted for Unanimous Consent and not determined to be of a bona fide emergency nature requiring immediate consideration shall be listed in the “Communications” section of the Suspension Agenda, unless the President places such item on the agenda as a First Reading pursuant to authority granted under Section 24(2).

(f) Items submitted by suspension of Rule 24-1(a) shall be entered on a Suspension Agenda, and both the Suspension Agenda and the Regular Agenda shall be made available at the meeting.

(g) A motion to waive Rule 24-1(a) may be made in the form: “I move the suspension of Rule 24-1(a).”

(2) Upon submission of an item, the President of the Board of Alders may refer such item to the appropriate Aldermanic Committee for public hearing and committee deliberation. Upon completion of its deliberations, the committee shall report the matter back to the full Board, together with any recommendations. The President may waive committee referral and deem the submission of an item to be its First Reading.

(3) All items coming before the Board of Alders shall be subject to the following requirements prior to final legislative action:

(a) The full Board shall not take final action on any item until such item has received both a First Reading and a Second Reading subsequent to a committee hearing; except that an item given First Reading status by the President without committee referral may proceed in accordance with these rules, or unless, in accordance with Section 41 of the Charter of the City of New Haven, the Mayor certifies the matter as an emergency.

(b) When an item is before a committee and a quorum of the committee is not present, the Chair of the committee may request of the President that the item be discharged from committee for consideration by the full Board. Upon such request, the question of discharge shall be submitted to the Board for decision.

(c) The vote to discharge an item from committee shall be separate and distinct from any vote on the merits of the item.

(d) No ordinance shall be finally acted upon unless and until it has received both a First Reading and a Second Reading as required by these rules.

(4) An agenda containing items eligible for consideration by Unanimous Consent, Communications, First Readings, and Second Reading notices shall be transmitted by electronic mail to each member of the Board of Alders no later than 6:00 p.m. on the second day preceding a regular meeting, or, in the case of a special meeting, in accordance with the requirements of the Freedom of Information Act.

(5) No matter shall be voted upon unless it is printed in the Aldermanic Journal and distributed to the members of the Board of Alders prior to the commencement of the meeting.

(6) A request for immediate consideration of an item shall be construed to be a request for a waiver of subsections (1) through (5) of this section and shall be granted only by unanimous consent of the members of the Board of Alders present at the meeting; provided that such request shall be accompanied by presentation to each member of the Board of Alders of the matter to be considered, together with a statement justifying the need to circumvent the normal legislative process. Such items may be added to the Suspension Agenda at the discretion of the President. In accordance with the requirements of the Freedom of Information Act, no item shall be considered at a special meeting unless it appears on the posted agenda for such meeting.

SECTION 25. OBJECTION TO UNANIMOUS CONSENT

The usual manner for the denial of unanimous consent for immediate consideration shall be for any member in opposition to the motion to stand.

SECTION 26. ROLL CALL ON ORDINANCES

The vote on every ordinance shall be taken by roll call.

SECTION 27. COMMITTEE CHAIR AND APPOINTMENTS

At the commencement of the municipal year, the following Standing Committees shall be appointed:

(1) Aldermanic Affairs Committee — to consider matters relating to the functioning of the Board, its structure, and its procedures; and to have jurisdiction to investigate, make findings of fact, and make recommendations with respect to alleged conflicts of interest in the government of the City of New Haven, consistent with and not in derogation of any authority vested by law in the Board of Ethics or any other body. This committee shall also review and recommend to the Board, after proper hearing, mayoral nominations to boards and commissions as may be required.

(2) Community Development Committee — to consider matters relating to housing, building, and community development.

(3) Education Committee — to consider matters relating to educational programs, facilities, and associated services.

(4) Finance Committee — to consider the financial matters of the City, including the capital projects budget, special revenue funds, general fund appropriations, revenues, taxes, transfers, and all other related items. This committee shall consist of not fewer than seven nor more than eleven members.

(5) Health and Human Services Committee — to consider matters relating to health, manpower, welfare, and other human service programs.

(6) Legislation Committee — to consider matters relating to the introduction, revision, or repeal of provisions of the City Charter and the Code of General Ordinances, and all matters relating to zoning and matters of general law.

(7) City Services and Environmental Policy Committee — to consider all matters relating to municipal services provided by the City that are not specifically assigned to another Standing Committee.

(8) Public Safety Committee — to consider matters relating to public safety, police and fire issues in New Haven, including drug-related violence and initiatives to address substance abuse.

(9) Tax Abatement Committee — to consider matters relating to the abatement or deferral of taxes.

(10) Youth and Youth Services Committee — to consider legislation and matters related to the provision of services related to youth.

Each Standing Committee shall consist of not fewer than five nor more than seven members, except as otherwise provided herein. The composition of Standing Committees shall reflect, insofar as possible, the composition of the Board of Alders as a whole with respect to political party affiliation.

In the event that fewer than a quorum of a committee is present, the Chair of the committee may designate only such other member or members of the Board of Alders as are necessary to constitute a quorum for that meeting. Any member so designated shall be deemed a member of the committee for that meeting and shall be entitled to participate and vote thereat.

If a regular member or members of the Standing Committee thereafter arrive in such number as to exceed the full complement of the committee roster, a waiver of the committee size limitation set forth in this section shall be deemed effective for that meeting.

Members of the Board of Alders who are not members of the committee may sit with the committee during the public portion of the meeting and, at the discretion of the Chair, ask questions of testifiers. Once permitted to sit, such non-members shall not be removed by the Chair prior to the conclusion of the public portion of the meeting.

Regular members of the committee shall be permitted to deliberate and vote on any matter before the committee, regardless of whether such member was absent from the public hearing or prior deliberations on the matter.

SECTION 28. RESTRICTIONS ON COMMITTEE MEETINGS

No committee shall sit during a meeting of the Board without special permission. No more than one committee or joint committee shall meet on the same day unless, upon review by the leadership of the Board of Alders, approval is granted in advance by a majority of the President (or President Pro Tempore), the Majority Leader (or Deputy Majority Leader), and the Minority Leader (or Deputy Minority Leader).

SECTION 29. COMMITTEE OF THE WHOLE

The rules and procedures of the Board shall be observed in the Committee of the Whole, insofar as they are applicable, except for the rule limiting the number of times a member may speak.

SECTION 30. COMMITTEE CHAIR AND VICE CHAIR DESIGNATION

When a committee is appointed by the President, the first person named shall be the Chair and the second person named shall be the Vice Chair. In the absence of the Chair and Vice Chair, the remaining members shall act as Chair in the order named.

The calendar for each Standing Committee shall be established by the Chair of the committee, in consultation with the Vice Chair, and subject to the approval of the President of the Board and the Majority Leader.

SECTION 31. COMMITTEE HEARING AND TIMELINES

It shall be the duty of the Chair of each Standing Committee to ensure that items referred to the committee are addressed in an orderly and reasonable manner. When an item cannot be scheduled for hearing or consideration due to practical constraints, the Chair shall notify the President, the Majority Leader, and the Minority Leader. The leadership shall determine an appropriate course of action for the disposition of such item.

SECTION 32. COMMITTEE ACTION AND REPORTS

No committee shall act by separate consultation, and no reports, except minority reports, shall be received unless they shall have been agreed to by the committee while actually assembled.

SECTION 33. COMMITTEE REPORTS AND RECOMMITMENT

All Committees shall submit their reports in writing, accompanied by the form of such order or resolution as they may recommend for action by the Board. Upon the reading of a Committee report, if no motion is made, the question shall be upon the order or resolution, if any, reported by the Committee; and when that question is disposed of, the question shall then be upon acceptance of the report. Any order or resolution reported by a Committee may be recommitted, together with the report, at any time before final legislative action by the Board of Alders.

SECTION 34. RECORDS OF COMMITTEES

The Clerk of the Board shall keep, in books provided by the City for that purpose, a record of all proceedings of all Committees.

SECTION 35. CLERK PRO TEMPORE

In the absence of the Clerk of the Board, or in the event of the Clerk's inability to act, the President shall designate a member of the Board to serve as Clerk Pro Tempore.

SECTION 36. RECORDING OF LEGISLATIVE ACTION

The Clerk of the Board shall, upon the passage of any ordinance, order, or resolution, note thereon the day on which such ordinance, order, or resolution was passed.

SECTION 37. NOTICE OF SPECIAL COMMITTEE APPOINTMENTS

The Clerk shall, within two (2) days after the appointment of any special Committee, give written notice to each member of such Committee by mail or otherwise.

SECTION 38. NOTICE OF PUBLIC HEARINGS

The Clerk shall notify all members of the Board of all public hearings held by the various Committees of the Board.

SECTION 39. SUSPENSION OR AMENDMENT OF RULES

No rule or standing order of the Board shall be suspended unless two-thirds of the members present consent thereto; nor shall any rule or standing order be repealed or amended unless notice of the proposed repeal or amendment was given at the preceding meeting, and a majority of the whole Board concurs therein.

SECTION 40. ANNUAL FINANCIAL DISCLOSURE BY MEMBERS

On February 1st of each year, each member of the Board of Alders shall file with the City Clerk, for publication in the Aldermanic Journal, and with the Board of Ethics of the City of New Haven, a disclosure of financial interests listing all direct and indirect financial interests that the alder, or the alder's spouse, children, parents, brothers, or sisters, have in any firm or organization (excluding publicly held corporations) transacting business with the City of New Haven during the alder's term of office.

SECTION 41. PRE-MEETING BRIEFINGS

Before every regular meeting of the Board of Alders, and before any special meeting at the discretion of the Majority Leader and President there shall be an informational meeting beginning no earlier than one hour prior to such meeting. The informational meeting shall be chaired by the Majority Leader and may have the following agenda:

- (1) review of the meeting outline;
- (2) explanation of Unanimous Consent items, as needed;
- (3) testimony from non-alder, only at the request of an alder and with the permission of the Chair and the committee chair of jurisdiction; and
- (4) reports from aldermanic representatives to boards and commissions.

Such informational meetings shall comply with all requirements of the Freedom of Information Act.

SECTION 42. CONSENT CALENDAR

The Consent Calendar shall consist of non-controversial matters designated for collective approval by a single vote of the Board, unless removed by the objection of any member.

The Board shall use a Consent Calendar as follows:

- (1) For inclusion on the regular agenda for each regular meeting of the Board of Alders, the Majority Leader, Minority Leader, and President shall publicly identify those matters to be considered by the Board which, in their judgment, do not require discussion on the floor of the Board. Such matters may include, but shall not be limited to, ceremonial and congratulatory resolutions and Committee reports of a non-controversial nature. Items

submitted pursuant to the suspension of Section 24-1(a) may be added to the Consent Calendar prior to the beginning of the meeting.

(2) Upon the stated objection of any member, any item placed on the Consent Calendar shall be removed therefrom and shall be considered in the usual manner at the same meeting.

(3) No item placed on the Consent Calendar shall be debated or discussed on the floor of the Board. Any member wishing to make remarks concerning such an item shall submit such remarks in writing to the City Clerk prior to the conclusion of the meeting, and such remarks shall be printed in full in the Aldermanic Journal as if delivered on the floor of the Board.

(4) If any item placed on the Consent Calendar pursuant to this rule requires unanimous consent of the Board or the suspension of Section 24, such consent or suspension shall be obtained prior to the motion set forth in paragraph (5).

(5) The Majority Leader shall make a motion in substantially the following form: "I move the passage of all Consent Calendar items." Such motion shall not be debatable. If duly seconded and adopted by a majority of the members present and voting, the effect shall be to approve each item which has been so identified and for which unanimous consent or the suspension of Section 24, where required, has been obtained.

(6) This Section shall not apply to any ordinance.

(7) This Section shall be construed and applied so as to expedite the consideration of ceremonial and congratulatory resolutions, and other non-controversial matters, without debate on the floor of the Board.

SECTION 43. CEREMONIAL AND MEMORIAL CITATIONS

Alders may sponsor ceremonial and memorial citations by written request to the President of the Board, who shall cause appropriate standard citations to be issued. In addition, Alders may submit their own ceremonial resolutions in final form to the President for issuance without full Board approval. The President may reject a request for issuance without full Board approval when the President determines that such approval is required, and shall thereupon forward the resolution to the Board of Alders for consideration. A list of all citations issued pursuant to this Section shall be printed in the Aldermanic Journal.

SECTION 44. COMMITTEE MEETING NOTICE AND AGENDA REQUIREMENTS

No committee meeting shall be held without the notice and agenda of such meeting being filed in the Office of Legislative Services by 5:00 p.m. no later than six (6) business days prior to the meeting. A summary notice and agenda shall be published in at least one local newspaper of general circulation no later than four (4) business days prior to the meeting. The foregoing notice requirements may be waived only in the event that the President of the Board declares in writing that an emergency exists, or when the meeting is a workshop. All meetings shall conform to the requirements of law with regard to notice of public meetings.

SECTION 45. MEETING TIME AND EVNUE REQUIREMENTS

Except for emergency meetings, hearings, or workshops declared in writing by the President of the Board, all committee meetings of the Board of Alders shall begin no earlier than 5:30 p.m., and no additional agenda items shall be considered after 12:00 midnight of the same day; and no public hearing, meeting, or workshop shall be held on City holidays, or between sundown on Friday and sundown on Saturday, or before 4:00 p.m. on Sunday. The space selected for public hearings and meetings shall be adequate to accommodate all participants.

SECTION 46. WORKSHOPS

A workshop is a meeting of the Board of Alders or of a committee thereof called for discussion purposes. Testimony may be taken at a workshop at the discretion of the Chair. No vote on the merits of any matter, or otherwise affecting the disposition of any matter discussed, shall be taken at a workshop, except that a motion to recommend that the Board of Alders read and file the matter shall be in order for any matter discussed at a workshop. Any committee meeting may begin as a workshop if fewer members than constitute a quorum are present.

SECTION 47. COMMITTEE CHAIR AND APPOINTMENTS

(A) As a general practice, no person should serve as chair of the same committee of the Board of Alders for more than four consecutive terms. As a general practice, no member appointed by the President should serve as the aldermanic representative or member on the same City board or commission for more than four consecutive terms. These practices apply only to appointments made by the President pursuant to the Rules of the Board of Alders and shall not apply to appointments or elections to boards or commissions made by vote of the Board of Alders, nor to appointments made by the Mayor and confirmed by the Board of Alders, which are governed by the City Charter or other applicable law. These practices are advisory and shall not limit the authority of the President to make or continue appointments as deemed necessary in the interests of the Board, including considerations of experience, continuity, and institutional knowledge.

(B) Pursuant to Article IV, Section 2(A) of the Charter of the City of New Haven, in the absence of minority party representation on the Board of Alders, the Board shall elect a third officer to perform the functions of the Minority Leader and shall select an officer to serve in lieu of a representative of a minority party on any board or commission requiring such appointment; provided, however, that no such appointment shall circumvent the provisions of the General Statutes or the Charter pertaining to minority party representation.

SECTION 48. GUIDELINES FOR ALDERMANIC CONDUCT

The following guidelines shall apply in regulating the conduct of members toward each other, particularly at meetings of the Board of Alders and its Committees. It is recognized that every effort should be made to resolve instances of alleged disorderly behavior by an Alder through quiet and informal means; however, gross failures to conduct oneself in accordance with these guidelines, where such conduct or speech interferes with the ability of a specific colleague or the legislative body as a whole to discharge its legislative duties, may be cited as grounds for holding a member in contempt of the Board of Alders.

A member of the Board shall:

(A) refrain from speaking or acting, by oneself or in concert with others, in a manner which disturbs, obstructs, or interferes with the performance of another member's sworn legislative duties;

(B) fully cooperate in word, action, and spirit with the will of the Board and its Committees, and make every effort to ensure that meetings are conducted in a civil, decent, and respectful manner that brings honor to the body and allows it to conduct its business in a courteous, efficient, and parliamentary way;

(C) speak only when recognized by the presiding officer; confine speech strictly to matters germane to the question under debate or consideration; follow the rules of discourse set forth in these Rules; and promptly cease any and all debate of a matter when such debate has been concluded and the matter has been disposed of by the body;

(D) acknowledge and obey all directives and minor reprimands made or upheld by the President or Committee Chair as a point of order, and abide by such rulings without further discussion or complaint after losing an appeal to the full Board or Committee;

(E) accept any discipline imposed for grievous disorderly behavior, including reprimand, a demand for an apology, expulsion from a meeting, suspension, or expulsion from the Board or a Committee, as approved by the full body;

(F) show the utmost courtesy and respect to other members, staff, witnesses, and members of the public in attendance, and neither insult nor mistreat any such person;

(G) not act in any manner intended to inflict physical harm, nor threaten bodily harm, intimidation, or retaliation through menacing language or action;

(H) not engage in violent, tumultuous, threatening, deceitful, or fraudulent language or behavior;

(I) not cast personal insults, racial or religious epithets, or any other derogatory remark, slur, or falsehood intended to impugn the character or motives of a colleague;

(J) not speak in abusive, improper, or obscene language, nor make any obscene or improper gesture; and

(K) not make unreasonable noise, nor intentionally distract or harass another member.

In accordance with Section 2 of these Rules, which authorizes the President to preserve order and decorum on the floor or during a meeting and to rule on points of order, any allegation of a gross violation of these guidelines shall be transmitted to the President. Upon receipt of such allegation, the President, in consultation with the leadership of the Board where appropriate, is empowered to take all necessary steps to ensure that the matter is properly addressed by the legislative body, including the invocation of sanctions such as reprimand, suspension, or expulsion, as provided by law and these Rules.

