



LOUDOUN
S O C C E R

Rules for Member Input Following Robert's Rules of Order at Loudoun Soccer Board Meetings

1. General meetings of Loudoun Soccer are open to its members. Members that plan to speak and be on the agenda must inform the board of the desire to do so and provide meeting topic in advance of the meeting to be included on the agenda.
2. The opportunity for member input at Loudoun Soccer Board meetings will be at the beginning of the Board's agenda, subject to the following rules:
 - a) Speakers must be recognized by the Board President before addressing the Board;
 - b) The subjects addressed must relate to Loudoun Soccer matters;
 - c) Each speaker will be limited to two minutes; and
 - d) Presentations are to be civil and respectful.
3. If the above rules are not followed, the Board President will adjourn the meeting.

If you wish to address the board, please follow these steps:

- Email the board at board@loudounsoccer.com 72 hours prior to the meeting.

Upon arrival members are requested to do the following:

- Write your name, your child's name and team, address, email address and phone number on the form provided on the table before the meeting begins.
- When your name is called, step to the microphone and make your remarks to the entire board.
- Limit your comments to no more than two minutes.
- If several visitors ask to speak on the same issue, the board may ask groups to consolidate their comments and/or to limit comments to five minutes.
- It is the board's policy not to respond individually to members of the audience and responses will be provided in a written format within one week of the meeting.