

RULES AND PROCEDURES OF THE HOUSE OF DELEGATES

INTRODUCTION

The Medical Society of the State of New York (MSSNY) is governed by a House of Delegates (HOD) whose members are elected by their colleagues. Represented in the HOD are county medical societies, medical specialty societies, medical schools, district branches, and MSSNY sections (Medical Students, Residents and Fellows, Young Physicians, Organized Medical Staff). While most of these organizations are entitled to one delegate, county medical societies and MSSNY sections are represented proportionally by the number of members in their respective organization. (See the MSSNY Bylaws, Article IV, Section A-Composition for details on proportional representation.)

Policy, organizational positions and directives of the Medical Society of the State of New York are established annually by the House of Delegates. These policies, positions and directives are set in motion by the members of the House through a process of resolutions, reference committee hearings, floor debate and voting.

The Rules and Procedures of the House of Delegates contained in this document outline the means by which the House of Delegates conducts its business and are meant to provide members of the House with an understanding of how and why things are accomplished. Questions about information contained herein should be directed to the Speaker and Vice Speaker of the MSSNY House of Delegates

Parliamentary Procedure in the House and Transaction of Business

A quorum shall consist of 100 members of the House of Delegates.

In the absence of specific provisions to the contrary in the Bylaws of the Society, the House shall be governed by *American Institute of Parliamentarians Standard Code of Parliamentary Procedure*. For your information and to help you in the deliberations of parliamentary procedure, we are attaching a page from *AIP Principal Rules Governing Motions*.

It is necessary in an assembly of over 300 delegates to insist that each individual speaking on an issue be recognized by the Speaker, be at a microphone, and be properly identified for the information of those who transcribe the proceedings. It is very important that members of the House of Delegates identify themselves when speaking in reference committee hearings or on the floor of the House. Proper identification includes name, the organization one represents and whether one is speaking for him/herself as an individual or on behalf of his/her county, delegation or district and to declare any conflict of interest.

An effective delegate is one who familiarizes him/herself with the materials which have been provided before arriving at the meeting of the House of Delegates.

Not enough can be said about the importance of the House of Delegates in expressing freely its ability to represent the members of MSSNY. **The ultimate purpose of the House is to determine the desires of the majority, but to also hear the voice of the minority.** The Speakers have a very important job in sensing the will of the House and should preside accordingly. Speakers' rulings, however, are subject to challenge and reversal by the House.

The House of Delegates is the final authority on all activities of the Medical Society of the State of New York.

However, the Council acts in place of the House of Delegates in all matters which occur that require action during the year. The Council's resolutions and actions are decisive and final, except that all resolutions and actions of the Council are subject to review by the House of Delegates.

The MSSNY Board of Trustees maintains control in all financial matters. Concurrence of the Board is required in any action of the House pertaining to expenditures. Should the Board of Trustees disapprove of the expenditure of any funds voted for by the House of Delegates or the Council, then, and in that event, the Board of Trustees shall return the matter to either the House of Delegates or the Council if the House of Delegates is not in session, either of which may override such disapproval by a **three-fourths** vote and direct the expenditure of such funds.

CONFLICT OF INTEREST

Members of the House of Delegates who have a substantial financial interest in a commercial enterprise, an interest in which would be materially affected by a matter before the House, must publicly disclose that interest before testifying at a Reference Committee on the matter or speaking on the matter on the floor of the House of Delegates.