



GUIDELINES FOR CONSULTATION REPRESENTATIVES

Consultation Representative Entitlement:

As directed in RNAO Policies – and specifically 2.04 'Consultation Representatives':

- a) Each Provincial Interest Group shall be entitled to elect one (1) representative and that representative must be a Member.
- b) Each Chapter/Region without Chapters shall be entitled to elect one or more representatives that are Members and belong to that Chapter/Region without Chapters, based upon the number of Members in the Chapter/Region without Chapters according to the following formula:
 - Up to 200 Members = one (1) representative; or
 - Between 201 and 300 Members = two (2) representatives; and
 - For each additional 200 Members or any part thereof = one (1) additional representative.

Consultation Representative Requirements:

- Consultation Reps. must hold a valid RNAO membership for 2020 in one of the following fee categories: Regular, New Graduate (with CNO registration #), Currently Employed, Retired, and ONA group, CUPE Group or Other Volume Discount Groups.
- Each Consultation Representative shall have one (1) vote on each matter at the consultation.
- Must be available and on time to attend all mandatory sessions outlined below.
- Must abide by the rules of order set out by the RNAO Bylaws & Policies upheld by the Parliamentarian, including mandatory sessions, keeping time, and voting procedures.

Mandatory Sessions:

Consultation Representative(s) are to attend the 2020 Annual General Meeting on June 11-13, to be held at the Hilton Hotel, 145 Richmond Street West, Toronto and are required to attend the following sessions:

1. Resolution Consultation Session: Thurs, June 11, 2020 (8:15pm-9 pm)

- Discussion with submitters of resolutions and RNAO Parliamentarian (after Opening Ceremonies). This session is mandatory for Consultation Representatives – and is restricted to Consultation Reps, Board Members, RNAO Parliamentarian, and submitters of Resolutions only.



2. Consultation Representative Session with the Parliamentarian: Friday, June 12, 2020 (7:50 am – 8:20 am) *Doors to this session will close promptly at 7:50 a.m. and no entry will be allowed after this time.*

- During this session, the Rules of Order are set out by the Parliamentarian and a list of Certified Consultation Representatives is verified.
- Those who do not attend the full session will not receive their voting cards or appear on the Certified List.
- Only Consultation Representatives whose names appear on a certified list, and hold a voting card signed by RNAO CEO/Secretary are authorized to vote.

Annual General Meeting Friday, June 12, 2020 (8:30 am - 4:30 pm)

- Consultation Representatives must be available for the business of the Annual General Meeting.

If you are unable to attend any of these sessions ensure that an alternate is made aware and is available to attend in your place.