

MEETING PROCEDURE

1. Maintain Decorum.
2. Collar handover by Sergeant At Arms to President.
3. Meeting call.
4. National Anthem followed by Rotary Anthem (optional).
5. Silent invocation .
6. Sunshine/Happy sharing.
7. Floor to Secretary for last meeting's discussion and announcement of new agendas.
8. Reporting of the last event.
9. Discussion of agendas by the President.
10. Open floor.
11. Time reminder by Sergeant At Arms if time exceeds.
12. Vote of Thanks.
13. Meeting statistics by Sergeant At Arms
14. Meeting Adjourned by the President.