

Monday 16<sup>th</sup> November 1887

The Branch met according to adjournment  
Present Baltzer Schaffer President  
and all the members except Messrs. Cooke & Fred. Schaffer  
L. Almond clk -

The following rules and regulations, were on motion  
adopted as the governing rules of order for this branch

Rules  
of the first branch of the City Council

- Sec 1. At the hour appointed for sitting the roll shall be called over, and the absent members if any noted.
- 2 Every Member shall take his seat, when the President takes the chair.
- 3 Every Member who shall deliver his opinion, or speak in any debate, shall stand up in his place and with respect and decency address himself to the President.
4. No member shall be permitted to deliver his opinion or be entitled to a vote, unless he is in his place at the Table.
- 5 No member at the time of his speaking in debate shall name any other by his proper name, but shall use some other distinction.
6. If two or more members shall rise to speak at the same time, the President shall declare which shall speak first.
- 7 No member shall speak oftener than twice in any debate except with leave from the President, nor shall any member be interrupted while he is speaking in order.
8. Any member called to order by the President or by any member must take his seat.
9. When the branch is sitting no member shall speak to another, so as to interrupt any member who may be speaking in debate.

Sec. 10. No motion shall be debated, until the same be seconded, and if desired by the President, or any member, shall be reduced to writing, delivered in at the table, and read by the Clerk.

11. When a motion is made and seconded, the matter of the motion shall receive a determination by the question, or be postponed by general consent or the previous question before any other motion shall be received.
- 12 Every question shall be entered on the Journal, and the yeas and nays may be called by any Member on any question.
13. The previous question, that is, whether the question propounded be now put - may be called by any member on any question except to an amendment or other matter which cannot by its nature be postponed.
14. If a question in debate contains more parts than one, any member of right may have it divided into as many questions as parts.
15. All questions shall be determined by a majority of the members present, and whenever the President (on a division if called for) shall declare any question in the affirmative or negative such declaration shall decide the majority, unless the yeas and nays be called for, in which case the question shall be determined as the majority shall appear on the Journal.
- 16 Every bill if brought in by a member or received from the other branch shall be read on two several days with an intermission of one day at least during which time it shall be on the Table for the perusal of members unless on very urgent occasions the branch shall dispense with this rule.
17. Conferences and Committees if required by a member shall be elected by ballot.