



Rules and Procedure for NORML Meetings

Please adhere to the following rules and regulations while attending the Cleveland NORML meetings.

Failure to comply with these rules will result in you being asked to leave the meeting.

- No talking out of turn! If you would like to speak, raise your hand, and wait to be recognized by the board. No chitchat amongst small groups. If you would like to have a separate conversation, you will be asked to leave the room. Showing respect for fellow member's opinions and ideas is paramount to a successful meeting!
- All ideas should be expressed; the smallest idea can snowball into a huge event! We respect all member's right to express their opinions and give them the focus and attention to do so.
- **NO USE OF DRUGS OR ALCOHOL WILL BE PERMITTED AT ANY MEETING OR DURING BREAKS! YOU WILL BE ASKED TO LEAVE IF YOU DO SO!**
- Cigarettes may only be smoked outside, according to the rules of the meeting place. NEVER within the meeting itself! We have many members who, for medical reasons, cannot be around tobacco.
- Small snacks and beverages will be permitted.
- Please try to arrive to meetings ON TIME! We have LOTS of information to cover in a very little time. We can't waste time repeating what has already been covered!
- Bring pencil and paper! We give out LOTS of information at these meetings! You may want to remember:
 - Bill and referendum numbers across the country
 - Dates and times of meetings
 - Dates and times of events
 - Name, phones numbers, and email addresses of people you need to keep in contact with, or ask more questions to
- All local vendors are welcome to attend our events HOWEVER no selling of personal, retail, or corporate goods will be permitted during the meeting! No sales of personal items shall be permitted during the meeting or during breaks!
- Veteran NORML members should greet, sit with, and explain processes, bills, events, etc. with new members before and after meetings or during breaks – Do not let new members feel out of place or unwelcomed!
- Try to bring a friend or 2!
- Keep you eyes on news stories that pertain to us and bring them in! We always want new information.
- Board member meetings take place 15 minutes after regular NORML meetings. **These board member meetings are CLOSED to the general group!** Please, do not enter the room and do not disturb the board during this time unless you have an emergency! If you would like to speak at our board meetings you must contact a board member prior to the meeting. Board members will be available to talk to after the board meeting.

Lastly, even when you are not in the meetings, think of ways that we can INCREASE MEMBERSHIP and AWARENESS throughout the state! Write the ideas down and bring them with you for discussion or email them to us! Even if your idea isn't mature, it may lead to something wonderful! **The president can always be contacted at:**

info@clevelandnorml.org