Simple Motions of Parliamentary Procedure

Procedures:

A **motion** is an action to be taken by the council and is stated as a motion. Someone on the council (other than the member making the motion) "**seconds**" the motion indicating that at least one other person on the council feels the motion is worthy of discussion. Then the council members may provide **input and discussion** as called upon by the chair. The person who made the motion, may withdraw the same motion. Most motions are main motions and may be amended.

A point of order is offered when there is some question if procedure had been followed correctly.

When a discussion seems complete, **the chair may call for a vote on the motion**. A council member may also "**call the previous question**" (a motion to end discussion of the first motion). In such a case, a second is required. Once this takes place, all discussion ends and the chair calls for a vote. This vote must pass by 2/3.

If the vote on the previous question fails, the council goes back to discussing the first motion. If the motion to call the previous question passes, the chair directly calls for a vote on the first motion. A vote to call the previous question is usually used to move business along. A tie vote is a lost vote.

Hasty action may be corrected by use of the motion to reconsider. This motion may be made only by one who voted on the prevailing side.

| | Does it require a | | Can it be | Is a vote |
|-------------------|-------------------|------------------|-----------|-----------------|
| Motion | second? | Is it Debatable? | amended? | Required? |
| Adjourn a meeting | Yes | No | No | Majority |
| Amend a motion | Yes | Yes | Yes | Majority |
| Close nominations | Yes | No | Yes | 2/3 |
| Main motion | Yes | Yes | Yes | Majority |
| Point of order | No | No | No | Ruling by Chair |
| Previous Question | Yes | No | No | 2/3 |
| Reconsider | Yes | Yes | No | Majority |
| Withdraw a motion | No | No | No | Majority |