

The Majority Rules, But Why Let Them

“Life with the Power of Choice and Possibilities”



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Parliamentary Workshop

Valley Mountain Regional Center -- March 17, 2018



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Hierarchy of Governance

- ↪ Federal Statutes
- ↪ State Laws:
 - ✓ Corporations Code; Ca Public Records Act; Ca Education Code
 - ✓ Lanterman Developmental Disabilities Services Act
 - ✓ Welfare & Institutions Code §4660-4669 (Open Meeting Law)
- ↪ City and Local Statutes
- ↪ Constitution: Highest requirements for change
- ↪ Bylaws: A Society's Business Defined
- ↪ Rules of Order (Robert's): Everything else
- ↪ Standing Rules: Routine maintenance rules
- ↪ Customs: Scary part

Dos and Don'ts of Minute Taking

- ↪ Do Include
 - ↪ Meeting Information (i.e., date, time, location, type of meeting)
 - ↪ Attendance, quorum, name of each motion maker
 - ↪ Exact wording and action of motions, amendments
(e.g., adopted, defeated, postponed, referred, laid, etc.)
 - ↪ How every member voted
 - ↪ All Points of Order, Appeals, Rules Suspended, Notices
 - ↪ Reports from Close Sessions
- ↪ Do Not Include
 - ↪ Report details, debate content, personal opinions
 - ↪ Court transcript narrative
 - ↪ Withdrawn motions
 - ↪ Phrases of praise or criticism



Debate Protocol (to Sway the Vote)

1. Only one person speaks at a time.
"Please, at the moment, Director B has the floor."
2. A speaker must be recognized before speaking.
"We have a speaker's queue. Please wait for your turn."
3. All comments are made through the chair.
"Please direct your comments to the chair, and not to another board member."
"Please have a seat, and discontinue your side conversations."
4. Comments are confined to the current issue.
"Do you have any specific comments related to the pending motion?"
"Do you have any information that we have not heard, yet?"
5. Discussion should alternate between Pro and Con.
"We have had 3 speakers in favor, does anyone wish to speak against the motion?"
"Thank you for your comments. The chair now recognized Director B."
6. Have no right to complain; only have a right to make a motion, sway the vote.
"Do you wish to amend, ...to refer, ...to postpone the motion?"
"Are you speaking for or against the motion?"
7. No right to speak a 2nd time unless no one seeks to speak their 1st time.
"You have already spoken once, and there are others who have not spoken?"
8. Members debate in the absence of a main motion.
"Since we do not have a motion on the floor, do you wish to make a motion?"



Six Steps to Handling a Motion

A motion is a formal proposal by a member *[with voting power]* during a meeting that the assembly take certain action. The basic form of the motion is the Main Motion.

A Main Motion is brought before an assembly:

1. **Motion is moved:** While no motion is pending, a member “rises” and seeks recognition. Once she is recognized she has the exclusive right to be heard at that time. Member makes the motion, “I move we allocate \$300 to repair the computers.”
2. **Motion is seconded:** Someone without needing to be recognized, seconds the motion. The seconder is not claiming to agree with motion. The seconder is stating that the motion should be discussed and voted by the organization.
3. **Motion is stated:** The chair states the question, “*It is moved and seconded to allocate \$300 to repair the computers.*” As the chair turns to the maker of the motion, she states, “*Are you ready for the question?*” The motion no longer belongs to the mover; it belongs to the assembly.

A Main Motion is considered by the assembly:

4. **Motion is debated:** All remarks by the members are made to the chair, never to or about another member. Debate can be closed only by a 2/3 vote by the assembly.
5. **Motion is put:** The chair says, “*The motion is to allocate \$300 to repair the computers.*”
All in favor of the motion indicate by saying, ‘Aye’. *
All opposed to the motion indicate by saying, ‘No’. *
The wording of the motion when the question is put is the way it goes into effect.
A voice vote is the regular method when a majority vote is required for adoption. *
A rising vote is the normal method when a 2/3 vote is required for adoption. *
A ‘show of hands’ is intended for small assemblies or after an inconclusive voice vote.*
Never a voice vote under the Brown Act.
6. **Vote is announced:** The chair makes the following 4 statements.
 - “*The ‘ayes’ have it.*” Or, “*The ‘Noes’ have it.*” *
 - “*The motion is adopted.*” Or, “*The motion is lost.*”
 - The chair states the effect of the vote or orders its execution.
 - “*The next item of business is ...*”

**Beware the Open Meeting Law requirements*



Script A: Handling a Motion

We join the regular monthly meeting during the 'New Business' part of the agenda.

Never a Voice Vote under the Brown Act. *[Nine speaking roles – CH, A, B, C, D, E, F, G, Z]*

CH: The first item under New Business is the purchase of the council's printer system.

[Step 1]

A: Madam Chair *[Rises and is recognized]*

I move that the council purchases a printer system at a cost not to exceed \$1,500.

[Step 2]

Z: Second

[Step 3]

CH: It is moved and seconded that the council purchase a printer system at a cost not to exceed \$1,500.

[Step 4]

Are you ready for the question? *[Or, - Is there any debate? Are you ready to vote?]*

A: and B: *[Simultaneously]* Madam Chair. *[Both rise seeking recognition]*

A: I have distributed several documents illustrating the specifications and benefits of the best printer model under \$1,500. That is the one I suggest we purchase.

B: Madam Chair. Shouldn't we buy a new screen instead? Why can't we replace the microphone system instead? I know, let's buy an iPad for each officer, instead.

CH: Thank you for your comments. Are you ready for the question?

A: *[Is recognized and begins to speak for the second time.]*

C: Madam Chair, Point of Order.

CH: What is your Point of Order?

C: Member A has already spoken once and there are others seeking to speak.

Member A should not be recognized again yet.

CH: Your point is well taken. Member A will please sit down.



[Illustration of Ranking of Motions]

E: Madam Chair, [recognized] I move to amend by striking “\$1,500” and inserting “\$2,000”.

Z: Second

CH: It is moved and seconded to by striking “\$1,500” and inserting “\$2,000”.
Is there any discussion?

F: Madam Chair, [recognized] I move to refer the motion to the Finance Committee.

Z: Second

CH: It is moved and seconded to refer the motion to the Finance Committee.
Is there any discussion?

G: Madam Chair, [recognized] I move to postpone the motion until after lunch.

Z: Second

CH: It is moved and seconded to postpone the motion until after lunch.
Is there any discussion.

CH: All in favor of postponing the motion until after lunch indicate by saying, ‘Aye’.[Few]

Those opposed say, ‘No’ . [Everyone]

CH: Motion fails.

CH: The question before you now is the motion to refer the main motion to the Finance Committee. Is there any discussion?

CH: All in favor of referring the motion to the Finance Committee, say ‘Aye’.[Few]

Those opposed say, ‘No’ . [Everyone]

CH: Motion fails.

CH: The question before you now is the motion to amend by striking ‘\$1,500’ and inserting ‘\$2,000’. Is there any discussion?

CH: All in favor of amending the motion indicate by saying, ‘Aye’.[Few]

Those opposed say, ‘No’ . [Everyone]

CH: Motion fails.

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CH: The question before you now is the main motion. Is there any discussion?

D: Madam Chair, Request for Information.

CH: What is your question Member D?

D: Do we have the right to spend up to \$1,500 on a printer system?

CH: The council has already been authorized to spend a certain amount of money on business equipment as long as it is for the benefit of the student body.
Are you ready for the question?

[Step 5]

CH: The question before you is. "Shall the council purchase a printer system at a cost not to exceed \$1,500?"

All in favor of the motion indicate by saying, 'Aye'. *[Half say, 'Aye'.]*

All opposed to the motion indicate by saying, 'No'. *[Half say, 'No'.]*

[Step 6]

The 'Ayes' have it. The motion is adopted.

Z: Division. Division.

Ch: Division has been call for.

We need to retake the vote, but by rising.

All in favor of the motion indicate by rising. *[Most do so.]*

All opposed to the motion indicate by rising. *[Few do so.]*

The 'Ayes' have it. The motion is adopted.

The council will purchase a printer system at a cost not to exceed \$1,500.

The next item under New Business is ...

[Before the Main Motion is adopted, who can withdraw it?]

Script A Page 3



Amendments

1° Amendment (Form 1) – Insert or Add

1. Original Main Motion

I move that the minimum committee membership be set at two.

2. What you really wanted was ...

I want to '**not include the chair**'.

3. You need to move to amend

I move to amend by inserting "**not including the chair**" after the word "**two**".

4. If the amendment is adopted the main motion will read

I move that the minimum committee membership be set at two, **not including the chair**.

DRILL: Primary Amendment (Form 1)

A: (After being recognized by the chair) **I move that ...**

Z: ...

CH: It is moved and ..

Are you ready for the question?

B: Madam Chair, I move **to amend** the motion by inserting ...

Z: ...

CH: It is moved and seconded to amend by inserting ...

Are you ready for the question?

[Assume some debate]

CH: The motion before you is to amend by inserting ...

All in favor ...

All opposed ...

The have it.

The motion to amend by inserting ... is ...

We are back to the main motion (as amended).

Are you ready for the question?



1° Amendment (Form 2) – Strike

1. Original Main Motion

I move that the chair not have voting power, except in case of a tie.

2. What you really wanted was ...

I don't want '**except in case of a tie**' included.

3. You need to move to amend

I move to amend by striking "**except in case of a tie**", after the word '**power**'.

4. If the amendment is adopted the main motion will read

I move that the chair not have voting power.

DRILL: Primary Amendment (Form 2)

A: (After being recognized by the chair) **I move that ...**

Z: ...

CH: It is moved and ..

Are you ready for the question?

B: Madam Chair, I move **to amend** the motion by striking ...

Z: ...

CH: It is moved and seconded to amend by striking ...

Are you ready for the question?

[Assume some debate]

CH: The motion before you is to amend by striking ...

All in favor ...

All opposed ...

The have it.

The motion to amend by striking ... is ...

We are back to the main motion (as amended).

Are you ready for the question?



1° Amendment (Form 3) – Strike and Insert

1. Original Main Motion

I move that a majority be defined as **50% plus 1**.

2. What you really wanted was ...

I do not want the Hollywood version. I want the Mathematical version.

3. You need to move to amend

I move to amend by striking “**50% plus 1**” and inserting “**greater than half.**”

4. If the amendment is adopted the main motion will read

I move that a majority be defined as **greater than half**.

DRILL: Primary Amendment (Form 3)

A: (After being recognized by the chair) **I move that ...**

Z: ...

CH: It is moved and ..

Are you ready for the question?

A: Madam Chair, I move **to amend** the motion by striking ... and inserting ...

Z: ...

CH: It is moved and seconded to amend by striking ... and inserting

Are you ready for the question?

[Assume some debate]

CH: The motion before you is to amend by striking ... and inserting ...

All in favor ...

All opposed ...

The have it.

The motion to amend by striking ... and inserting ... is ...

We are back to the main motion (as amended).

Are you ready for the question?



Postpone a Main Motion vs. the Lay it on the Table (part 1)

Reason to Postpone a Main Motion:

1. Sometimes a Main Motion can best be considered at a later and more convenient time,
2. Or, debate has proven that there is good reason to delay a decision on the Main Motion.

But 'Postpone' to WHEN?

1. Until the next meeting:
Correct wording: *I move to postpone the pending motion.*
2. Until a specific hour during the current meeting:
Current wording: *I move to postpone the pending motion until 2:00 pm.*
3. Until after a specific portion of the current agenda.
Correct wording: *I move to postpone the pending motion until after we hear the Treasurer's Report (or until after lunch; or until after the recess.)*

DRILL:

1. Member A will make a Main Motion.
2. Member B will move to Postpone this motion to one of the 3 time options listed above.



Postpone a Main Motion vs. the Lay it on the Table (part 2)

Reasons to Lay a Motion on the Table:

Sometimes during the handling of a Main Motion, there is an unexpected need to **temporarily interrupt business** so as to handle some other business immediately.

Correct wording: *I move that the current motion be Laid on the Table.*

Never worded as follows: *I move to table.* (LAY is a verb. TABLE is not a verb).

But 'Lay on the Table' until WHEN?

Since this interruption is urgent and unplanned, the interruption will last only as long as it takes to handle the interrupting business. Never is a specific time or duration included in the motion to Lay on the Table. *"Table for 10 minutes"* is wrong in so many, many ways.

DRILL: (during the handling of a properly posted business item)

1. A policeman enters the room and stares at the presiding officer.
2. A guest speaker has been waiting to address the board and must return to his office.
3. A board member needs to leave the meeting, but has an important announcement to make to the board before he/she leaves.



Refer a Main Motion to a Committee

Any Main Motion can be handled directly by the board, unless the bylaws require that a specific committee must first review the motion and offer a recommendation.

Or, after some deliberation, the board could send the pending question to a committee with specific instructions.

A Standing Committee

1. Lasts for the entire duration of the term of the board president.
2. Is populated at the start of the president's term with a specific number of members, specific individuals, and a specific chair (per the bylaws).
3. Is described in the bylaws with responsibility for specific year-round tasks.
4. Must have the exact task and deadline to report.

A Special (Ad Hoc) Committee

1. Is not described in the bylaws.
2. Is created as it is needed and disbands once it performs its assigned task.
3. Must have its size, number of members, and chair established when the motion is adopted, plus the exact task and deadline to report.

Required elements of the Motion to Refer:

The subsidiary motion to Commit (or to Refer) requires several elements at the time that the motion is moved and adopted:

Refer to a Standing Committee	Refer to a Special (Ad Hoc) Committee
<ol style="list-style-type: none">1. Instructions on the task2. Date of when to report back3. Which existing Standing Committee	<ol style="list-style-type: none">1. Instructions on the task2. Date of when to report back3. Number of Committee members4. Names of Committee members5. Name of Committee Chair

DRILL:

1. Member A will make a Main Motion.
2. Member B will move to Refer it as described below.

Refer the Main Motion to a

1. Standing Committee
2. Special Committee
3. Ad Hoc Committee



Script D: Point of Order and Appeal

[During the president's report, the president wishes to handle an item in New Business. The president tries to add new business with a majority vote. [6 speakers – CH, Committee CH, A, B, C, D]]

Ch: All in favor of moving the report from the Budget Committee to New Business say, "Aye".

[Just over half respond.]

Those opposed say, "No". *[Less than half respond.]*

The "Ayes" have it. The report is moved to New Business on the agenda.

Ch: The next item of business is to hear from the Budget Committee's support of this New Business. The chair of the committee will please explain.

Committee Ch: The committee has always believed that ...

A: Point of Order, Madam Chair.

Ch: We are in the middle of a report. Can't you show some manners and wait?

A: Madam Chair, I rise to a **Point of Order**, or is it a Point of Parliamentary Inquiry?

Ch: For goodness sakes! What is so important that you have to interrupt our business?

A: Our bylaws clearly state that it takes a 2/3 vote to move items on the agenda. You added the new business with a mere majority. The motion to add new business failed.

Ch: You are too late with your Point of Order. Keep up with the conversation.

Ch: The committee chair shall proceed with her report.

A: Madam chair. Is that your **ruling** on my Point of Order?

Ch: Obviously. Weren't you paying attention? Let us listen to the committee's report.

A: I **appeal from the decision of the chair!**

B: Second

Ch: You what? Fine. Since you insist. There is an appeal on a righteous ruling by the chair. The confused member believes that the vote necessary to add new business to our agenda is a 2/3 vote. I will show how I am infallible.

Here is the process. First I will explain the wisdom of my ruling. And then, anyone else who wishes to discuss the issue and show her limited understanding of our bylaws may speak, but I get to speak again after everyone else has spoken.



Ch: It is a well-known fact that rules can be suspended when dealing with important issues. There is nothing more important than dealing with this new business. I chose to suspend the 2/3 vote required by the bylaws. I took the vote correctly, and I am the president.

A: A bylaw may never be suspended regardless of how inconvenient it may appear. Even under unanimous consent, a bylaw may not be suspended. *[p. 263 line 1]*

B: Though most Points of Order must be made before a new issue is introduced, a Point of Order related to a violation of a bylaw has no such time limitation. *[p. 251 line 9]*

C: A 2/3 vote cannot even be taken with a voice vote. It must be taken with a rising vote or a show of hands. *[p. 401 line 29]*

Ch: Does anyone else want to show how little she understands my role as your president?

Ch: I will close debate by reminding you that when you elected me your president, you delegated to me the authority to make these difficult decisions. *[p. 255 line 26]*

Ch: We are going to vote now. The question before you is “**Shall the decision of the chair be sustained?**” This means that a tie will not defeat my decision. Only a majority in the negative will defeat my decision. Also, I can vote to cause a tie, if I want to. *[p. 258 line 16]*

Ch: **As many as are in favor of sustaining the decision of the chair** say, “Aye”.
[Few vote] Those opposed say, “No”. *[Most vote]*

Ch: The “Ayes” have it. **The decision of the chair is sustained.** Thank you all. We will now continue listening to the committee’s explanation.

D: Division. Division. *[p. 280 line 10]*

Ch: A Division of the assembly has been demanded.

All in favor of sustaining the decision of the chair, please rise. *[Few rise]* Thank you. Please be seated.

All opposed, please rise. *[Almost everyone rises]* Thank you, please be seated.

It appears to be very close, but I will show you how noble and magnanimous I am. I will yield. The amendment of the agenda failed. We will return to the President’s Report.



Suspend the Rules (not 'Suspend the Orders of the Day')

When an assembly wishes to do something it cannot do without violating its regular rules, it can adopt to '**Suspend the Rules**' that **interfere with the proposed action**.

This motion cannot be debated or amended, however it does have other restrictions.

- I. A Standing Rule may be suspended with a majority vote.
- II. Rules of Order (Robert's) may be suspended with a 2/3 vote (except FPPL).
- III. The following may not be suspended even with unanimous consent.
 - A. Bylaws or Constitution unless they provide for their own suspension.
 - B. Federal, State, or local laws
 - C. Fundamental Principles of Parliamentary Law (FPPL):
 - 1. Rule that allows only one question at a time
 - 2. Rule that allows only members to vote
 - 3. Rule that prohibits absentee or cumulative voting
 - 4. Rule that protects absentees or basic rights of individuals
 - a. Rule requiring presence of a quorum
 - b. Rule requiring a notice
 - c. Rule protecting the right to attend meeting, make motion, speak in debate, and vote

Drill

"I move to suspend the rules that interfere with listening to the committee's report."

For each of the following,

1. Move a motion to **suspend the rules that prohibit** the action;
2. State if the rule can be suspended; and
3. State what the necessary vote for adoption would be.

You want to **suspend the rules that prohibit** the following actions. Make the motion:

- a. To allow delegates to sit wherever they wish
- b. To allow a speaker to debate an additional 2 minutes
- c. To allow smoking in the assembly room
- d. To allow voting by mail
- e. To allow election of officers by a show of hands
- f. To take up 2 motions at one time
- g. To allow the voting in the absence of a quorum
- h. To allow members at the convention without their required name tags
- i. To dispense with the listening to the Treasurer's Report
- j. To not require a resolution in writing at the convention



Welfare and Institution Code - WIC

Article 3. Regional Center Board Meetings [4660 - 4669]

4660.

All meetings of the board of directors of each regional center shall be scheduled, **open, and public**, and all persons shall be permitted to attend any meeting, ...

(b) ... board meetings include meetings conducted by any **committee of the governing board which exercises authority delegated to it by that governing board**. However, board meetings shall not be deemed to include board retreats planned solely for educational purposes.

(c) At each regional center board meeting, time shall be allowed for **public input on all properly noticed agenda** items prior to board action on that item

(d) Any person attending an open and public meeting of a regional center shall have the right to **record the proceedings** on a tape recorder, video recorder, or other sound, visual, or written transcription recording device.

4661.

(a) Regional centers shall mail notice of their meetings to any person who requests notice in writing. Notice shall be mailed at **least seven days** in advance of each meeting. The notice shall include the date, time, and location of, and a specific agenda for, the meeting, which shall include an identification of all substantive topic areas to be discussed, **and no item shall be added to the agenda subsequent to the provision of this notice**.

The notice requirement shall not preclude the regional center board from taking action on any urgent request made by the department, not related to purchase of service reductions, for which the board makes a specific finding that notice could not have been provided at least seven days before the meeting, or on new items brought before the board at meetings by members of the public.

(b) The regional center shall maintain all recordings and written comments submitted as testimony on agenda items for no less than two years. These materials shall be made available for review by any person, upon request.

(c) Any action taken by a board that is found by a court of competent jurisdiction to have substantially violated any provision of this article shall be deemed null and void.



4662.

In the case of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of regional center services, **an emergency meeting may be called without complying with the advanced notice** requirement of Section 4661. For the purposes of this article, "emergency situation" means any activity which **severely impairs public health, safety, or both**, as determined by a majority of the members of the regional center board.

4663.

(a) The governing board of a regional center may hold a **closed meeting** to discuss or consider one or more of the following:

- (1) **Real estate negotiations.**
- (2) **The appointment, employment, evaluation of performance, or dismissal of a regional center employee.**
- (3) **Employee salaries and benefits.**
- (4) **Labor contract negotiations.**
- (5) **Pending litigation.**

(b) Any matter specifically dealing with a **particular regional center client** must be conducted in a closed session, except where it is requested that the issue be discussed publicly by the client,... **Prior to and directly after holding any closed session, the regional center board shall state the specific reason or reasons for the closed session.**

4668.

(a) Any action taken by a regional center governing board in violation of this article is null and void.

(c) This section does not prevent a regional center governing board **from curing or correcting an action** challenged pursuant to this section.

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Strategy through Parliamentary Procedure (Beware of Order of Precedence)	
You support the motion	You oppose the motion
Second it promptly and enthusiastically.	Do not second it. Distract the seconder.
Speak in favor of it as soon as possible.	Speak against it as soon as possible. Ask questions that put the proponents on the defensive.
Move to amend it to make it more acceptable. Speak against any amendment that makes the motion less acceptable to you.	Move to amend it, to encumber it adversely. Move to amend it so as to remove what displeases you, or adds what pleases you.
Vote against postponement unless it will strengthen your motion.	Move to postpone to a time when your friends will be there or when others will forget about the motion.
Vote against referring to a committee unless you can vote your friends as committee members. Vote to refer to a committee if defeat appears likely.	Move to refer to a committee and fill the committee with your friends. Vote against referring to a committee if defeat is likely.
Vote against a recess unless you can use it to bring in more of your friends or more facts.	Move to recess so that you can convince some more voters or bring in more friends or more facts.
Make sure your friends do not leave to assure that you have a quorum .	Question the presence of a quorum .
On a voice vote , vote emphatically.	On a voice vote , vote emphatically.
Move to divide the motion if it will strengthen the motion.	Move to divide the motion if it will weaken the motion.
Review your parliamentary authority before the motion comes up.	Review your parliamentary authority before the motion comes up.
Use Point of Order as a shield.	Use Point of Order as a sword.
Beware of the timing on the agenda to assure that the motion is not abandoned.	Use the timing on the agenda to terminate consideration of the motion.
Vote against adjournment in order to continue discussing the motion and to reach a vote.	Move to adjourn to prevent further discussion or a vote.

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Purpose and Form for Each Motion (Beware of Order of Precedence)	
Purpose	The Motion and its Form
Propose some action	Main Motion I move to donate \$50 to preserve the habitat of the Clay Pigeon.
Improve a proposal	Amend I move to amend the motion by striking \$50 and inserting \$75.
Change the amount of time for discussion	Limit or Extend Debate I move to limit debate to 1 minute per speaker.
Stop discussion and vote now	Close Debate I call the previous question.
Delay a decision	Refer I move to refer the motion to the bylaws committee Postpone to a Certain Time I move to postpone the motion until after the break. Recess I move to recess for 5 minutes.
Kill a motion	Postpone Indefinitely I move to postpone the motion indefinitely.
Deal with an emergency	Lay on the Table I move to lay the motion on the table. Suspend the Rules (Not Suspend the Orders of the Day) I move to suspend the rules that prohibit us from taking up the new business now.
Obtain information	Parliamentary Inquiry Mr. Chair, if we adopt this motion can we rescind it tomorrow? Request for Information Mr. Chair, can the treasurer tell us if we have enough money for this motion?
Challenge the ruling of the chair	Point of Order Point of Order. We cannot vote on this motion. There is already another motion on the floor. Appeal I appeal from the decision of the chair.
Assure the accuracy of the voice vote	Division Division. Division.
Close the meeting	Adjourn I move to adjourn.



Ranking of Selected Motions

	Interrupt	Second	Debate	Amend	Vote
PRIVILEGED MOTIONS					
13. Fix the Time to Which to Adjourn		S		A	M
12. Adjourn		S			M
11. Take a Recess		S		A	M
10. Raise a Question of Privilege	I				C
9. Call for the Orders of the Day	I				C**
SUBSIDIARY MOTIONS					
8. Lay on the Table		S			M
7. Previous Question		S			2/3
6. Limit or Extend Limits of Debate		S		A	2/3
5. Postpone to a Certain Time		S	D	A	M**
4. Commit (Refer)		S	D	A	M
3. Amend		S	D**	A	M
2. Postpone Indefinitely		S	D		M
1. MAIN MOTION		S	D	A	M
INCIDENTAL MOTIONS (No Ranking)					
Appeal	I	S	D		M
Division of Assembly	I				**
Point of Order	I				C**
Request for Information	I				C
Suspend the Rules (that prohibit)		S			2/3
BRING AGAIN BEFORE ASSEMBLY					
Rescind/Amend Something Prev Adopted		S	D**	A	**
Reconsider the Vote		S	D		M
Discharge a Committee		S	D**	A	**
Take from the Table		S			M

** See Robert's Rules
C Chair Decides
I Can Interrupt

S
A, D
M or 2/3

Requires a Second
May be Amended, Debated
Vote Required to Adopt