

Parliamentary Motions Guide

Based on *Robert's Rules of Order Newly Revised (12th Edition)* - SGC, and the CBS Charter

The motions below are listed in order of precedence. Any motion can be introduced if it is higher on the chart than the pending motion.

| YOU WANT TO: | YOU SAY: | INTERRUPT? | 2ND?¹ | DEBATE? | AMEND? | VOTE? |
|--|---|-------------------|------------------------------------|----------------|---------------|--------------|
| §21 Close meeting | I move to adjourn | No | Yes | No | No | Majority |
| §20 Take break | I move to recess for | No | Yes | No | Yes | Majority |
| §19 Register complaint | I rise to a question of privilege | Yes | Yes | No | No | None |
| §18 Make follow agenda | I call for the orders of the day | Yes | Yes | No | No | None |
| §17 Lay aside temporarily | I move to lay the question on the table | No | Yes | No | No | Majority |
| §16 Close debate | I move the previous question | No | Yes | No | No | 2/3 |
| §15 Limit or extend debate | I move that debate be limited to ... | No | Yes | No | Yes | 2/3 |
| §14 Postpone to a certain time | I move to postpone the motion to ... | No | Yes | Yes | Yes | Majority |
| §13 Refer to committee | I move to refer the motion to ... | No | Yes | Yes | Yes | Majority |
| §12 Modify wording of motion | I move to amend the motion by ... | No | Yes | Yes | Yes | Majority |
| §11 Kill main motion | I move that the motion be postponed indefinitely | No | Yes | Yes | No | Majority |
| §10 Bring business before assembly (a main motion) | I move that [or "to"] ... | No | Yes | Yes | Yes | Majority |

¹ *Some more formal requirements, likes seconds to motions, may not apply in smaller boards or any size committee.*

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Incidental Motions - No order of precedence. Arise incidentally and decided immediately.

| YOU WANT TO: | YOU SAY: | INTERRUPT? | 2ND? | DEBATE? | AMEND? | VOTE? |
|----------------------------------|--|-------------------|------------------------|----------------|---------------|---------------------------|
| §23 Enforce rules | Point of order | Yes | Yes | No | No | None |
| §24 Submit matter to assembly | I appeal from the decision of the chair | Yes | Yes | Varies | No | Majority |
| §25 Suspend rules | I move to suspend the rules which ... | No | Yes | No | No | 2/3 |
| §26 Avoid main motion altogether | I object to the consideration of the question | Yes | Yes | No | No | 2/3 against consideration |
| §27 Divide motion | I move to divide the question | No | Yes | No | Yes | Majority |
| §29 Demand rising vote | I call for a division | Yes | Yes | No | No | None |
| §33 Parliamentary law question | Parliamentary inquiry | Yes (if urgent) | Yes | No | No | None |
| §33 Request information | Request for information | Yes (if urgent) | Yes | No | No | None |

Motions That Bring a Question Again Before the Assembly - no order of precedence. Introduce only when nothing else pending.

| | | | | | | |
|--------------------------------------|---|----|-----|--------|-----|----------|
| §34 Take matter from table | I move to take from the table ... | No | Yes | No | No | Majority |
| §35 Cancel or change previous action | I move to rescind/ amend something previously adopted... | No | Yes | Yes | Yes | 2/3 |
| §37 Reconsider motion | I move to reconsider the vote ... | No | Yes | Varies | No | Majority |