

## MOTIONS

### First Scenario (simple motion)

Someone will wait to be called on by the president/chairman and state the motion.

**I move that we paint the ceiling blue.**

Another person will second it. The second does not need to agree with the motion, she may only want to see the motion voted on.

The president/chairman needs to state the motion exactly, word for word, so everyone is clear what is being voted on.

**Is there any discussion.** Then the person making the motion speaks first. Others are called on to speak, possibly alternating between pros and cons.

When discussion dies down or gets repetitive, president asks

**Are you ready for the question? or Are you ready to vote?**

After the vote is taken, president announces the results.

**The ayes have it, the motion is adopted.** State the motion

**The noes have it, the motion is lost.**

Must be a majority. The president can vote only if it will change the outcome.

Example: vote is 20 aye / 20 nay. The motion is lost unless the president votes "aye".

Example: vote is 20 aye / 19 nay. The motion would pass unless the president votes nay. As a tie, the motion is lost.

The minutes record the motion (exact words), who made it, that it was seconded, and the result of the vote.

### Second Scenario (amendment to motion)

If someone wants to change the motion, an amendment to the motion must be made and seconded before the vote is taken on the original motion.

For example. Motion is made to paint the ceiling blue.

It is up for discussion, but has not been voted on yet.

Someone makes a motion to add little white stars.

**I move that we add with little white stars.** It is seconded.

Again, president states the motion so everyone knows what is being voted on.

Now the discussion is whether or not to add little white stars to the blue ceiling.

Follow discussion procedures listed above.

Now, that is voted on as the motion on the table.

If the ayes have it, add little white stars will be added to the original motion. If the noes have it, the original motion stays the same (no stars).

But, you have not yet voted on the original motion. Now you go back to the original motion.

You will vote on the original motion either as originally written or as changed with the amendment.

There can only be one motion on the floor at a time. When an amendment to a motion is moved and seconded, that is now the only decision to be made.

