

A primer on Roberts Rules of Order

What is a Motion? Motions are statements that describe a proposed action or decision. Although the formality of Robert's Rules can seem cumbersome, making motions ensures that no decision is accepted without the opportunity for discussion and a vote.



Making a Motion

Typically, the motion-making process progresses as follows: A group member proposes a motion: "I move that...." Motions require that a second group member agrees to consider the proposal to ensure that the proposal is meaningful to more than one person.



Amended Motion

At this point, someone may offer an amendment to the action taking place. Any amended motion must be seconded and voted on before the Main Motion can be voted on.



Seconding a Motion

A group member chooses to second: "I second" or "I second for discussion." if you want to be clear, you are not in support but want to entertain a conversation about the proposal. Without a second, the motion will die. Once the group has had a chance to speak in favor or against the motion, the Chairman will lead a vote.



Voting

Once a Motion has been called to a vote, all discussion ends, and the Motion either is adopted or fails based on a majority vote.

**Only someone voting in the affirmative can call for a Motion to Reconsider if, after other testimony or further board business brings new information to light, there is a reason for rescinding the vote.



Main Motion

A motion must be made and seconded to initiate discussion (discussion amount is at the discretion of the Chairman before a motion is made). Once a motion has been seconded, the chair can ask for a discussion.