

A QUICK LOOK AT PARLIAMENTARY PROCEDURE

(Robert's Rules of Order)

Motions	You say...	Seconded ?	Debatable ?	Amendable ?	Vote Required	Reconsidered ?
Make a Motion	"I move that..."	Yes	Yes	Yes	Majority	Yes
To Amend a Motion	"I move to amend the motion by..."	Yes	Yes	Yes	Majority	Yes
To Vote On a Motion	"I move we vote to approve..."	Yes	Yes	Yes	Majority	Yes
Reconsider	"I move to reconsider the vote to..."	Yes	No	No	Majority	No
Postpone Discussion	"I move to postpone the discussion until..."	Yes	Yes	Yes	Majority	Yes
End Debate and Amendments	"I move the previous question..."	Yes	No	No	2/3	No
Look Into a Motion Further	"I move to refer the matter to committee."	Yes	Yes	Yes	Majority	Yes
To Postpone a Motion	"I move to table the motion."	Yes	No	No	Majority	No
To Reconsider a Postponed Motion	"I move to take from the table the motion relating to..."	Yes	No	No	Majority	No
To Adjourn a Meeting	"I move that we adjourn."	Yes	No	No	Majority	No
To Nominate	"I nominate..."	No	Yes	No	Majority	No
To Close Nominations	"I move that nominations be closed."	Yes	No	Yes	2/3	No
Call an Intermission	"I move that we recess for..."	Yes	No	Yes	Majority	No
Request Information	"Point of information."	No	No	No	None	No
Complain About Noise, Heat, Room, etc.	"I rise to a question of privilege..."	No	No	No	None	No
Protest Breach of Rules or Conduct	"I rise to a point of order."	No	No	No	None	No
To Be Excused	"I move that I be excused from..."	Yes	Yes	Yes	Majority	Negative Vote Only