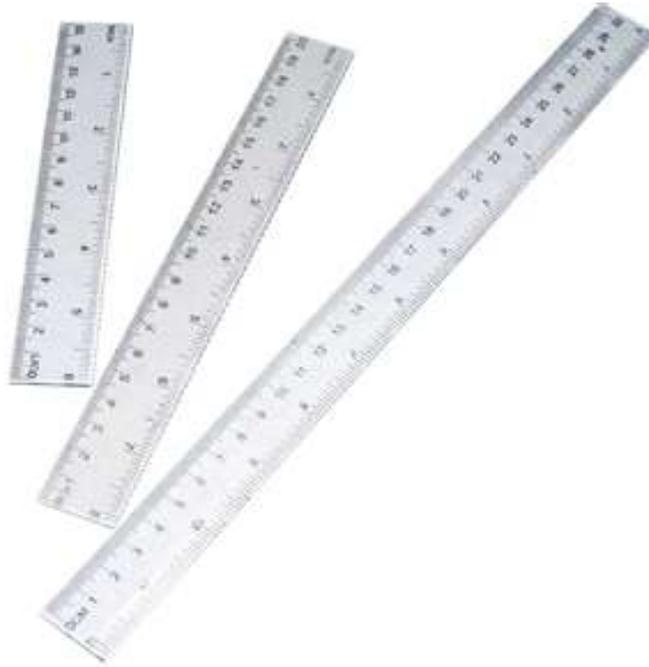


Robert's ~~Rules~~ of Order



The Chair

- Preside and Maintain Order
- Understand Bylaws & Procedures of Council
- Decide Questions of Order
- Announce all Business
- Recognize Members for Debate & Discussion
- Refrain from Discussion and Vote (unless a tie occurs) on a Motion
- Remain Fair and Impartial



The Agenda

- Normal Order of Business
- Determined by the Chair
- 2/3 vote to alter
- Can specify time frames
- Includes time for minutes, standing committee reports, special committee reports, special orders, old business, new business, announcements and adjournment.



Quorum

- Half + 1 (Simple Majority)
- Needed for all Official Business
- Meeting can begin without a Quorum present, but no motions or votes may be taken, except to adjourn
- Chairperson responsible for recognizing Quorum or absence of Quorum
- Current Quorum need for Council is 17 Members



The Question

- A motion is a Question to the body
- A body may only consider one “primary” question at a time
- Usually require a second
 - Minutes
 - Committee Reports
 - Call for Orders (Proceed to Agenda)
 - Raise a Question of Privilege
 - Point of Order
 - Withdraw a Motion

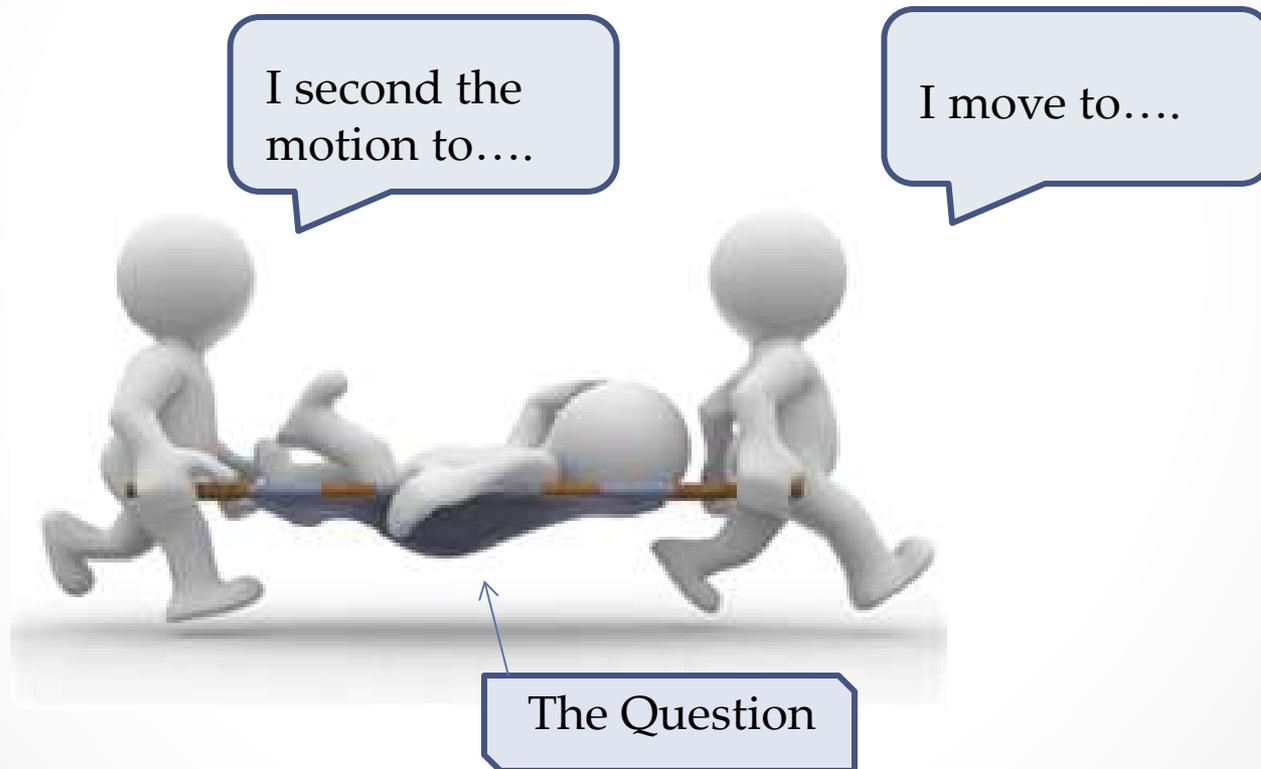


The Question

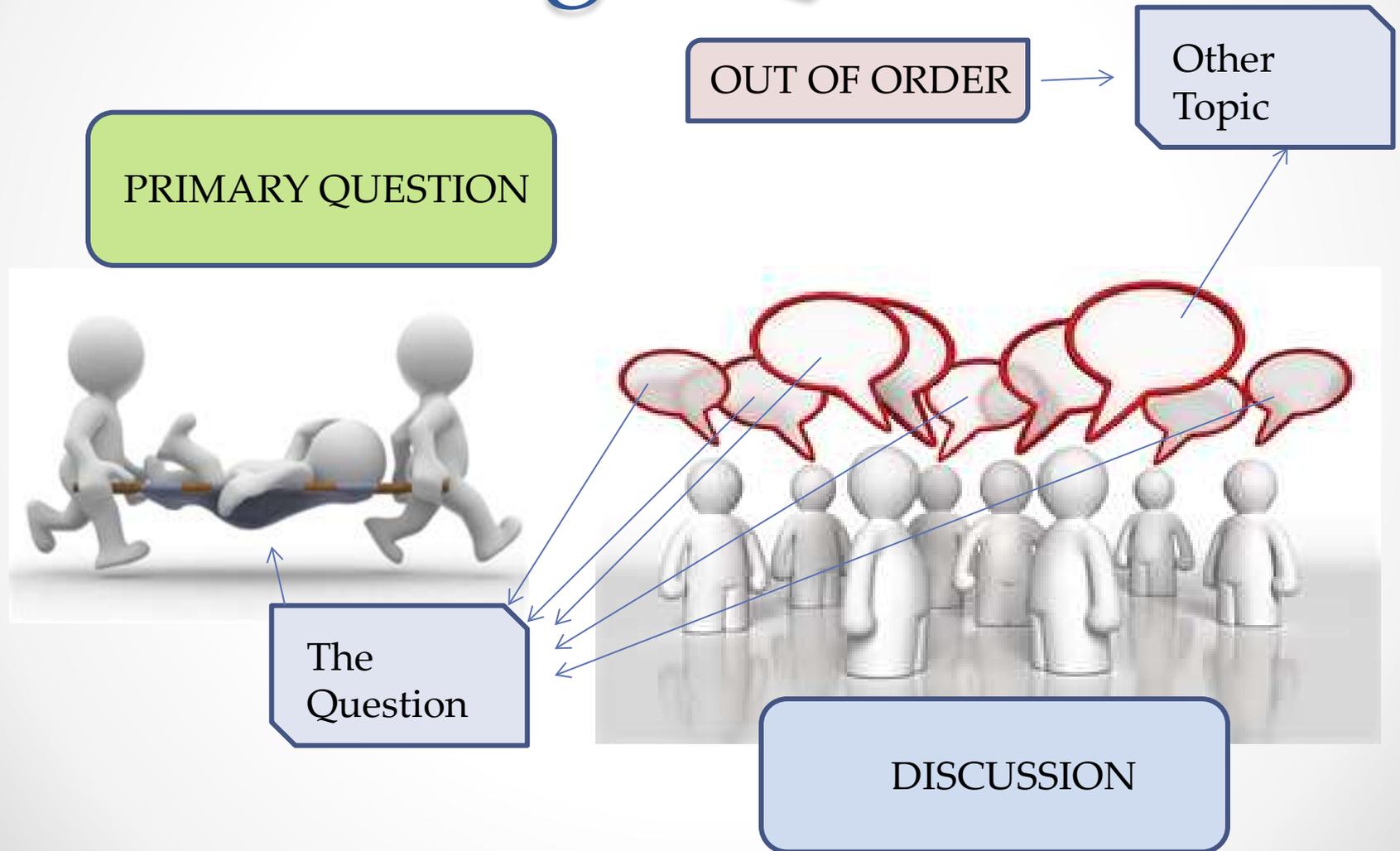
- No other business can be considered until the Primary Motion has been disposed of (pass, defeat, refer, withdrawn, etc.)
- However, other motions can be made that affect the content, debate, or direction of a Primary Motion.



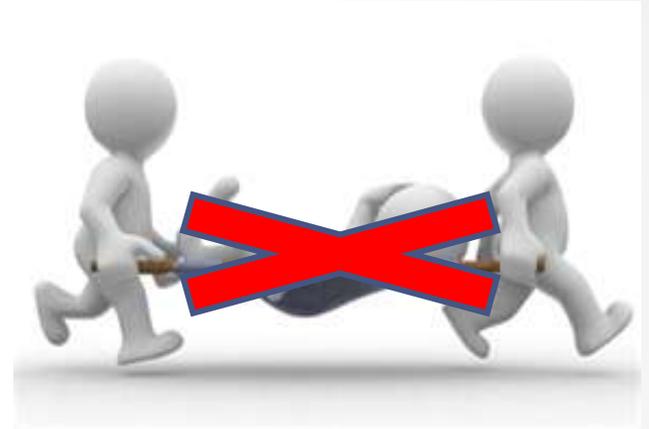
Moving a Question



Moving a Question



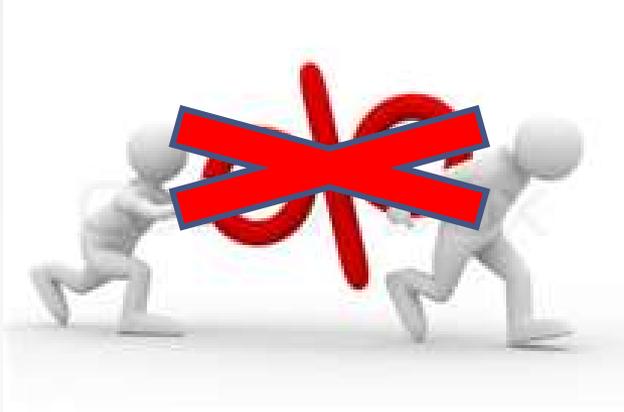
Amendments



PRIMARY QUESTION

PRIMARY QUESTION

Amending the Amendment





MOTION TO AMEND THE AMENDMENT

- **No more amendments may be offered to the amendment.**
- **A second is needed.**
- **Members should only discuss amendment to the amendment. Discussion on the amendment and the original motion will follow a vote on the amendment to the amendment.**
- **The QUESTION being asked is whether the body agrees to CHANGE the AMENDMENT that was already offered.**
- **The vote on this QUESTION only deals with the amendment to the amendment and not whether to adopt the original amendment or motion.**



ORIGINAL MOTION



MOTION TO AMEND



MOTION TO AMEND THE AMENDMENT

PRIMARY QUESTION



ORIGINAL MOTION



MOTION TO AMEND



MOTION TO AMEND THE AMENDMENT

PRIMARY QUESTION

The Question

- Members have several options available to them regarding each question that is posed to them.
 - Vote on the Question
 - Table the Question
 - Postpone the Question
 - Object to Consideration of Question
 - Divide the Question



Discussion

- Robert's Rules state that members should only speak to a question once.
- A question or suggestion doesn't count as "speaking".
- Not every motion is subject to discussion.
 - Call the Question
 - Table the Motion
 - Motion to Recess or Adjourn
 - Object to Consideration
 - Divide the Question
 - Suspend the Rules



Motions with NO Debate

- Object to Consideration - Avoid the motion altogether. (2/3 vote)
- Call the Question - End debate on the motion under consideration. (2/3 vote)
- Lay the Motion on the Table - To postpone consideration of the question until another time. (Simple Majority)



Motions with NO Debate

- Suspend the Rules – Council Bylaws require $\frac{3}{4}$ vote of Council to temporarily suspend Bylaws.
- Recess / Adjourn – Each motion is not up for debate – except that a Motion to Recess can be Amended.
- Call for Division – Questions the Chair's interpretation of the Vote, requires votes to be counted.



Vote

- All members have a duty to vote.
- Members should only abstain for specific reasons.
- A member seeking to be excused from a vote must do so before a Roll Call vote is taken.
- A member can vote against their own motion, but cannot speak against their own motion.



Vote

- Most majorities are determined by the number of members present, so long as a quorum is present.
- Votes requiring a 2/3 majority would be based on number of members present under a quorum.
- Council Bylaws can only be suspended by $\frac{3}{4}$ majority of all Council members, present or not (24 Votes).



Vote

- A tie vote will defeat a motion.
- Chair has options under a tie:
 - Refrain from voting, allowing motion to be defeated.
 - Chair can vote nay to force a tie and defeat a motion.
 - Chair can vote aye, allowing motion to succeed.



Questions?

- You Talking to Me?

