

Making a Motion

Robert's Rules of Order – Voting

NOTE: For any voting you can have one of the following 1) majority vote and/or 2) two thirds vote normally on By-Law changes. For majority vote, this is when either the yes or the no's have the most votes. For two thirds vote, this is when you take the count of the membership that is present and figure out what will be two thirds for the motion to pass. For example, if you have 35 people the necessary for election (majority) at least 18 votes will be required to pass the motion, for two thirds at least 23 votes will be required to pass the motion.

Wording during a Meeting:

MEMBER: I move to... (*State Motion*)

ANOTHER MEMBER: I second.

CHAIR: It has been moved and seconded that... (*repeating motion*)

CHAIR: Is there any discussion?

If no one wants to discuss the motion, then go into the next part.

CHAIR: Are you ready for the question?

CHAIR: The question is on the adoption of the motion that (*repeat or clearly identify the motion*)

Those in favor of the motion will raise the right hand. [*Pause count hands*] Lower hands.

Those opposed will raise the right hand. [*Pause count hands*] Lower hands.

IF MAJORITY VOTE:

CHAIR: The motion passes. **OR** The motion failed. (*Rap Gavel*)

IF 2/3 VOTE:

CHAIR: The motion is adopted. **OR** The motion failed. (*Rap Gavel*)

IF THERE IS AN AMENDMENT TO THE MOTION:

If during discussion someone amends the motion (for example: the motion is "That all Rainbow Girls wear White Formals" and someone amends the motion "Blue Formals") and there is a Second. The discussion stops on the first motion and starts on the amendment. After the vote on the amendment then you return to the first motion as amended if the amendment passed or back to the first motion if the amendment failed. See next page for wording.

MEMBER: I move to amend the motion to... (*State Motion*)

ANOTHER MEMBER: I second.

CHAIR: It has been moved and seconded that motion be amended to... (*repeating motion*)

CHAIR: Is there any discussion?

If no one wants to discuss the motion, then go into the next part.

CHAIR: Are you ready for the question?

CHAIR: The question is on the adoption of the amended to the motion that (*repeat or clearly identify the amendment to the motion*)

Those in favor of the motion will raise the right hand. [*Pause count hands*] Lower hands.

Those opposed will raise the right hand. [*Pause count hands*] Lower hands.

Majority vote is all that is required for an amendment

IF AMENDMENT PASSED

CHAIR: The amendment to the motion passes.

CHAIR: We will go to the discussion on the motion as amended. *If no one wants to discuss the motion, then go into the next part.*

CHAIR: Are you ready for the question?

CHAIR: The question is on the adoption of the motion as amended (*repeat or clearly identify the motion*)

Those in favor of the motion will raise the right hand. [*Pause count hands*] Lower hands.

Those opposed will raise the right hand. [*Pause count hands*] Lower hands.

IF AMENDMENT FAILED

CHAIR: The amendment to the motion failed. (*Rap Gavel*)

CHAIR: We will return to the discussion on the motion. *If no one wants to discuss the motion, then go into the next part.*

CHAIR: Are you ready for the question?

CHAIR: The question is on the adoption of the motion that (*repeat or clearly identify the motion*)

Those in favor of the motion will raise the right hand. [*Pause count hands*] Lower hands.

Those opposed will raise the right hand. [*Pause count hands*] Lower hands.

IF MAJORITY VOTE:

CHAIR: The motion passes. **OR** The motion failed. (*Rap Gavel*)

IF 2/3 VOTE:

CHAIR: The motion is adopted. **OR** The motion failed. (*Rap Gavel*)