

## MOTIONS PROCESS

**Motion** – *Call for Motion A#, Branch* - Someone moves the motion, someone seconds it & then the explanation is given.

Ask for comment in favour, comment against or a comment.

***I will put the motion...All those in favour? Those against?***

The motion is then - Carried or Lost.

If there is opposition to a motion & debate is involved, the mover of the motion has the '**Right of reply**' when Chairperson decides there has been enough debate. This closes the debate.

**Word Change/Word Insertion** – Word change should be asked for before the motion is read. Once it has been requested, ask for the word change to be read then Conference's permission to accept the word change. (Intent of motion must not be changed.) If word change/insertion is accepted, ask for the new motion to be read.

**Amended Motion** – cannot change the intent; can just make the motion better or clearer. If amended motion is carried, it becomes the motion & is voted on.

**Move the amendment, seconded. Can debate the amendment or ask for comments on it (actually debating whether to accept it), then put the amendment for voting. If CARRIED, it becomes the motion which is read again –no need to move/second it. Can then have more debate on the motion if required.** Put the motion. Mover of original motion cannot second the amendment.

**Deemed Covered** - before putting the motion, mover must state their name, branch & ask Conference permission to deem covered Motion number#, by Motion number# - give appropriate number.

**Withdraw Motion** – '*That the motion be withdrawn*'- mover & seconder agrees & meeting agrees (pg125)

**Supplementary Motion** – can be fitted in under the portfolio with other motions.

**Floor Motion** – Cannot bring a Floor motion forward until Chair has seen the motion. Chair asks Conference's permission to bring it forward and reads the motion to conference – e.g. *Do I have Conference's permission for Floor Motion # to be presented?* Check for show of hands. If majority in favour - *I do.*  
*# # branch (name of branch), can you read the motion.*

Last motions of the day.

**Foreshadowed Motion** – someone advises the meeting that they intend to move another motion on the same subject later. (Sometimes person may read the motion.)

If original motion is passed, foreshadowed motion cannot be put.  
Foreshadowed motion can be voted on when original motion is lost.

Not **Point of Clarification**- ask for leave to clarify some information (Meeting Procedure -pg 125)

**Closure Motion** – *‘That the question now be put’* – no debate (pg 29)

That the **Question Lie on the Table** – set-aside motion so no decision is made. Matter rests on the books of the organisation, leaving it open to be raised at a future time.

Anyone who has not spoken for or against the substantive motion, can move this.

**Adjournment of Debate** – *‘That debate be adjourned’* or ...‘adjourned until...’ moved when debate cannot continue because of lack of information, certain people not being present or inappropriate timing.

Matter can be raised at future meeting.

Anyone who has not spoken for or against the substantive motion can move this. Secunder is required.

**More info on amendments Move into committee of the whole** rather than have more amendments. Has to be moved & seconded. **‘That the meeting move into a committee of the whole.’**

Basically suspends standing orders & dispenses with formality. Allows for open discussion.

Can agree on changes during discussion, then move out of committee. **Chair calls for a motion ‘That the meeting move out of committee.’** Needs mover & seconder.

If amendment was before the chair at time of moving into committee & the agreed resolution while in committee was different from amended motion, the chair would request the mover to withdraw the amendment. Chair would then call for the motion agreed in committee to be moved. Would be put to the vote without debate as that would have already been held during committee. move all amendments as one **OR** seek approval of the mover of the original motion to incorporate changes into the wording of the original motion. (Meeting procedure –pg 77)