

Presentation Notes

Presentation Parliamentary ProceduresLesson 2.2

Notes from Presentation:

- the common authority in proper meeting format
- framework of rules for making group decisions
- designed to
 - maintain order
 - allow everyone a say
 - meetings run smoothly

PP Components

- made up of motions and rules
- appoints a chair, president, or presiding officer to run meeting
- discusses one motion at a time
- majority rule sometimes 2/3s

Motions

- statements/ideas for group for people to think over
- starts as “I move...”
- should be properly presented to the presiding officer
 - address the chair, get recognition, then state motion

Second The Motion

- most motions require a second
- shows that people want to entertain the motion
- it needs to be seconded to be discussed

Debate/Discussion

- Chair will ask for discussion
- person who stated the motion has first right
- debaters have to address the chair and get recognition before debating
- can be for or against the motion

Vote

- after debate vote is taken
- majority vote
- results of vote determine the action taken on motion

Steps of a motion is going down from above

- stand and address the chair
- wait for recognition
- motion is correctly stated
- motion is seconded
- chair will repeat motion
- chair will ask for discussion
- motion is discussed
- chair restates motion
- motion is voted on
- chair states the outcome of the vote

main motions

- used to introduce new business to the group
- can't be negative
- actions must be legal

amendment

- change the motion slightly to clarify, add, or remove a part of the motion
- original intent of motion have to stay intact
- stated “I move to amend the main motion by...”
- if it passes the amended portion of the motion is now included in the main motion

types of amendments

- adding or inserting
 - just adding something to it not changing anything
- removing or subtracting
 - taking something out, getting rid of it
- strike out and inserting
 - taking something that’s there and changing what it is

AFNR Reflection Page

List five key points that are important to remember from this presentation.

1. most motions need a second
2. majority vote
3. motions is up for debate after the second

4. amendments is slightly changing the main motion

5. main motions cannot be negative

List three ideas or concepts that this new information has in common with previous things learned.

1. strike out and insert is like what teachers do

2. "I move..." I learn this in West Branch last year

3. you always have to wait for recognition before you go on

List questions or ideas that remain unclear about the information presented that should be asked for clarity at the appropriate time.

N /A