

Presentation Notes

Presentation Parliamentary Procedures

Lesson 2.2

Notes from Presentation:

- Most common meeting format
- Designed to maintain order, allow everyone to speak, helps meetings run smoothly.

Components

- Variety of motion and rules
- Appoints chair, president, or presiding officer to facilitate the meeting
- Discusses only one main motion at a time
- Decisions are based on majority rule

Motion?

- Statement or idea for the group to consider
- Start with "I move"
- A motion should be properly presented to the president officer
- Address the chair, receive recognition, then state your motion

Second motion

- Most motions require a second motion
- Demos a group willingness to entertain the motion beyond the maker of the motion
- Without a second a motion dies

Discussion

- Chair asks for debate
- Maker has first right to debate
- All debaters must address the chair and receive recognition before discussing
- discussion may be for or against the motion

Aye or Nay

- After debate vote is taken
- Successful motions require a majority vote
- Result of vote determine the action taken on the motion

Steps In handling motion

- Stand and address chair
- Wait for recognition
- Motion is seconded
- Chair will repeat the motion
- Chair will ask for discussion
- Motion is discussion
- Motion is voted on
- Chair states the outcome of the vote

Main motions

- Used to introduce new business to the group
- Cannot be negative

Amendments

- Change motion slightly either to clarify, add, or remove a part of the original motion
- The original intent of the motion must remain intact
- Stated "I move to amend the main motion by"

- If the amendment passes, the amended portion of the motion is now include in the main motion.

Types

- Adding or Inserting
- Removing or subtracting
- Strike out and insert
-

AFNR Reflection Page

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

1. Must appoint the chair.
2. Motions cannot be negative
3. A motion requires a second motion
4. The maker has the right to debate first
5. Motion is voted on.

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

1. Must raise your hand and wait your turn.
2. The chair is the leader or president.
3. A debate is taken over the motion

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

None