

## Presentation Notes

Presentation \_\_\_\_\_ Lesson 2.2

### Notes from Presentation:

- Most common authority in proper meeting format.
- Follows framework of rules for making decisions as a group
- Designed to maintain order, allow everyone a voice, helps meeting run smoothly
- made up of a variety of motions and rules
- appoints chair, president, or officers/affiliates
- Discusses one thing at a times
- Decision are based on majority
- motion is a statement/ idea for the group to consider
- start with I move
- Amotion should be presented to an officer and properly presented
- most motion require a second motion to demonstrate goup willingness and entertain the motion pasts its maker
- with out a second motion the first is not discussed
- the chair will ask for a debate or discussion
- the maker of the motion has first right to debate or discuss
- All debaters must address the chair first before debating
- Discussion must be against the motion
- After debate is ended the vote is taken
- vote is .5 members +1
- Results on vote are determined by the action taken on the motion.
- you can only go through with the motion if it's approved
- Stand and address the chair, wait for recongiton, motion is correctly stated, motion is seconded, chair will repeat the motion, chair will ask for discussion, chair restates motion, motion is voted on
- chair states the outcome of the votes
- Main motions
- used to introduce new business to the group
- cannot be negitive
- actions must be legal
- change the 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 included in the main motion
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# AFNR Reflection Page

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

1. Don't blurt out and start talking
2. Always ask for the floor
3. discuss 1 thing at a time
4. Always use proper grammar
5. always discuss the first motion with the second motion

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

1. Always use a meeting format
2. Wait for the chair to start a debate or discussion
3. Always use a main motion to start new business in the group

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