

## Main Motion Progress

1. A member addresses the Chair



2. The Chair recognizes the member by their name



3. The member proposes a motion

*Correct way to introduce it, "I move that [statement of the proposal]."*



4. Another member seconds the motion



5. The Chair states the motion to the Board

*Chair says, "It is moved and seconded that ..."*



6. The Board discusses or debates the motion

*Discussion must be confined to the merits of the motion.*

*Before speaking in debate, members obtain the floor.*

*At the end the Chair may inquire: "Is there any further discussion?"*



7. The Chair puts the motion to vote

*"I would like to put the motion [restate the motion] to a vote."*

*"All in favor of the motion say 'Aye.'"*

*"Those oppose say 'Nay.'"*



8. The Chair announces the result of the vote.

*"The motion to [restate the motion] carried/passes"*

*or*

*"The motion to [restate the motion] is lost/fails."*

## Subsidiary Motion (Motion to Amend) Progress

1. A member addresses the Chair



2. The Chair recognizes the member by their name



3. The member proposes a motion to amend the main motion

*Correct way to introduce it, "I move that the main motion is amended by [state the intent of the proposed amendment]."*



4. Another member seconds the motion to amend



5. The Chair re-states the motion to amend the Board

*Chair says, "It is moved and seconded that ...."*



6. The Board discusses or debates the motion to amend

*Discussion must be confined to the merits of the motion amendment.*

*Before speaking in debate, members obtain the floor.*

*At the end the Chair may inquire: "Is there any further discussion?"*



7. The Chair puts the motion to vote

*"I would like to put the motion to amend the main motion to a vote. The main motion is ... The proposed amendment is ..."*

*"All in favor of the motion to amend say 'Aye.'"*

*"Those oppose say 'Nay.'"*



8. The Chair announces the results of the vote on the motion to amend the main motion.

*"The motion to [restate the motion] carried/passes"*

*or*

*The motion to [restate the motion] is lost/fails."*



9. The Chair puts the main motion as amended to a vote.

*"I would like to put the main motion as amended to a vote. The main motion as amended is [re-state the motion as amended]"*

*"All in favor of the motion to amend say 'Aye.'"*

*"Those oppose say 'Nay.'"*



10. The Chair announces the result of the vote.

*"The motion to [restate the motion] carried/passes"*

*or*

*"The motion to [restate the motion] is lost/fails."*