

MOTIONS EXPLAINED

Adjournment: Suspension of proceedings to another time or place. To **adjourn** means to suspend until a later stated time or place.

Recess: Bodies are released to reassemble at a later time. The members may leave the meeting room, but are expected to remain nearby. A recess may be simply to allow a break (e.g. for lunch) or it may be related to the meeting (e.g. to allow time for vote-counting).

Register Complaint: To raise a question of privilege that permits a request related to the rights and privileges of the assembly or any of its members to be brought up. Any time a member feels their ability to serve is being affected by some condition.

Make Body Follow Agenda: A call for the orders of the day is a motion to require the body to conform to its agenda or order of business.

Lay Aside Temporarily: A motion to lay the question on the table (often simply "table") or the **motion to postpone consideration** is a proposal to *suspend* consideration of a pending motion.

Close Debate: A motion to the previous question (also known as **calling for the question, calling the question, close debate** and other terms) is a motion to end debate, and the moving of amendments, on any debatable or amendable motion and bring that motion to an immediate vote.

Limit or extend debate: The motion to **limit or extend limits of debate** is used to modify the rules of debate.

Postpone to a certain time: In parliamentary procedure, a **postponing to a certain time** or **postponing to a time certain** is an act of the deliberative assembly, generally implemented as a motion. It delays action on a pending question until a different day, meeting, hour, or until after a certain event.

Refer to committee: In cases where the document does not appear to be ready for discussion or for other reasonable purposes, **a motion may be made to refer the document to committee.**

Modify wording of motion: Sometimes called a secondary amendment, the body may approve an amendment to a standing motion.

Kill main motion: To postpone a motion indefinitely will prevent action on a motion for the current session.

Bring business before assembly: Used to make a main motion or bring new business to the body.

Enforce rules: Call for Point of Order is a matter raised during consideration of a motion concerning the rules of parliamentary procedure.

Subject matter to assembly: Also known as an **appeal** to challenge a ruling by the Chair.

Suspend Rules: A **suspension of the rules** is a procedure in which a deliberative assembly sets aside its normal rules of order in order to do something that it could not do otherwise.

Avoid main motion altogether: **Objection to the consideration of a question** is a method in parliamentary procedure of preventing a motion from coming before the assembly. It is often used to prevent an embarrassing question from being introduced and debated in the assembly.

Divide Motion: A motion for **division of a question**, in parliamentary procedure, is used to split a motion into a set of motions.

Demand a rising vote: A **division of the assembly** (also **division of the house** or simply **division**) is a voting method in which the members of the assembly take a *rising vote* (stand up) or go to different parts of the chamber (VERY traditional), dividing into groups indicating a vote in favor of or in opposition to a motion on the floor. A division of the assembly is often undertaken upon a motion.

Parliamentary Law Question: A **parliamentary inquiry** is a question directed to the presiding officer of a deliberative assembly to obtain information on a matter of parliamentary law or the rules of the organization bearing on the business at hand. The primary purpose is to enable members to obtain the chair's guidance on parliamentary matters about which they are uncertain.

Request for Information: A **point of information** is a request directed to the chair, or through the chair to another person, for information relevant to the business at hand.

Take Matter from Table: Resume deliberation on a matter that was laid on the table.

Cancel previous action: The motion to **rescind, repeal, or annul** is used in parliamentary procedure to cancel or countermand a previous action or order.

Reconsider motion: A **reconsideration of a motion** (or **reconsideration of a question**) takes place upon a motion to bring back for further consideration a matter previously decided.