

GENERAL

- When you would like to make a comment, you will need to queue at the Speaker's Stand. When the chair recognizes you, you may speak.
- Please do not interrupt others while they are speaking.
- Members who have not spoken about topics at hand will have priority over those who have already spoken.
- Each member can speak only twice about a topic.
- While speaking, keep comments related to the topic that is immediately at hand. Comments are limited to two (2) minutes.
- Total time of discussion on a topic will be limited to 15 minutes.
- Members can use ASL or English to speak.

I MADE A MOTION AND I WANT TO TAKE IT BACK

Ask PERMISSION TO WITHDRAW THE MOTION

- Be recognized by the chair
- Requires a second
- Is debatable
- Requires a simple majority to pass

TO CHANGE THE WORDING OF A MOTION

Move to AMEND the motion that is being discussed.

- Be recognized by the chair
- Requires a second
- Is debatable
- Requires a simple majority to pass

DISCUSSION TIME LIMITS & NO. OF TIMES TO SPEAK HAVE BEEN MAXIMIZED, BUT WE NEED TO DISCUSS THIS TOPIC MORE

Move to EXTEND DEBATE & state specifically how to extend it

- Be recognized by the chair
- Requires a second
- Is not debatable
- Requires a 2/3 majority to pass

CONTINUE THE DISCUSSION, BUT DON'T LET IT LAST ALL DAY

Move to LIMIT DEBATE & state specifically how to limit it

- Be recognized by the chair
- Requires a second
- Is not debatable
- Requires a 2/3 majority to pass

THIS MOTION NEEDS MORE TIME AND ATTENTION THAN WE CAN GIVE IT AT THIS MEETING

Move to REFER the motion to a committee, giving specifics about the committee including when and how you want it to report.

- Be recognized by the chair
- Requires a second
- Is not debatable
- Requires a simple majority to pass



END THE DISCUSSION AND GET TO VOTING ON THE MOTION

Move to PREVIOUS QUESTION the motion that is being discussed

** Remember: a vote to previous question is to determine whether or not to end the discussion, not to vote on the motion itself.

- Be recognized by the chair
- Requires a second
- Is not debatable
- Requires a 2/3 majority to pass

QUESTION FOR SOMEONE WHO HAS ALREADY SPOKEN

Make a POINT OF INFORMATION and ask the chair if they will allow a question to so-and-so

- This can be done at any time, as long as no one else is speaking
- The chair has the right to decide whether or not to allow the question

WANT THE RULES TO BE ENFORCED

Make a POINT OF INFORMATION and ask the chair if they will allow a question to so-and-so

- This can be done at any time, as long as no one else is speaking
- The chair is obligated to enforce the rules

NEED A BREAK?

Move to RECESS and state for how long & when to reconvene

- Be recognized by the chair
- Requires a second
- Is not debatable
- Requires a simple majority to pass

I HAVE NO IDEA WHAT IS GOING ON

Make a PARLIAMENTARY INQUIRY & explain to the chair what you want to do. The chair will explain how to do it.

- This can be done at any time, as long as no one else is speaking
- After the chair explains, you must wait until the chair recognizes you in a formal fashion to make any motion.