

PARLIAMENTARY INFORMATION FOR THE HOUSE OF DELEGATES

Robert's Rules of Order, Newly Revised 12th edition

Robert's Rules of Order, Newly Revised 12th ed. is the parliamentary authority that shall govern the ONA House of Delegates. The chair, as the presiding officer, rules on all matters relative to parliamentary law and procedures. The parliamentarian serves only in an advisory capacity to the presiding officer and members of the House of Delegates.

Delegate participation in the business session is governed by the standing rules of the House of Delegates.

The motions that follow are defined in terms of action a delegate may desire to propose. Rules governing these motions are listed in *Table I*.

Main Motion: A main motion introduces a subject to the House of Delegates for consideration and is stated: "I move that..."

Amendment: An amendment (primary) is a motion to modify the wording of a motion. The motion to amend may be made in one of the following forms, determined by the action desired: "I move to amend by..."

- ... striking (word, phrase, paragraph)."
- ...inserting (word, phrase, paragraph)."
- ...striking and inserting (word, phrase, paragraph)."
- ...adding (word, phrase or paragraph at the end of the motion)."
- ...substituting (paragraph or entire text of a resolution or main motion and inserting another that is germane.)"

Amendment to an Amendment: An amendment to an amendment is a motion to modify the wording of the proposed amendment and is made as follows: "I move to amend the amendment by..."

Motion to Commit or Refer: The motion to commit or refer is generally used to send a pending motion (also called "the question") to a small group of selected persons such as a committee, board, or cabinet. The purpose is so that the question may be studied and put in better condition for the assembly to consider. The motion is stated: "I move to commit the question to ... for further study."

Motion to Close Debate (Previous Question): The motion to close debate (previous question), if seconded and approved by a two-thirds vote, stops discussion and amendment on the pending question and is stated: "I move the previous question."

Division of the Question: A division of the question may be called when a pending motion relates to a single subject that contains several parts, each capable of standing as a complete proposition. The parts can be separated and each considered and voted on as a proposition or as a distinct question. The motion is stated: "I move to divide the question ... as follows..."

Motion to Reconsider: The motion to reconsider enables a majority of the assembly to bring back for further consideration a motion that has already been voted. The purpose of reconsidering a vote is to permit correction of hasty, ill-advised, or erroneous action, or to take into account added information or a situation that has changed since the vote was taken.

Parliamentary Inquiry: Parliamentary inquiry is a question directed to the presiding officer to obtain information on parliamentary law or the rules of the organization as relevant to the business at hand. A delegate addresses the chair and states: "I rise to a point of parliamentary inquiry."

Request for Information: Request for Information is directed to the chair or through the chair to another officer or member, for information relevant to the business at hand. The request is not related to parliamentary procedure. The delegate addresses the chair and states: "I rise to a request for information."

Motion to Appeal the Decision of the Chair: The motion to appeal the decision of the chair is made at the time the chair makes a ruling. If it is made by a delegate and seconded by another delegate, the question is taken from the chair and vested in the house for a final decision. The motion is stated: I appeal the decision of the chair."

Raising a Point of Order: The point of order motion is used when a parliamentary rule or bylaw is being broken. This motion can interrupt the speaker. This motion is stated: "I rise to a point of order" or "Point of order."

Before a delegate can make a motion or address the assembly on any question, it is necessary that he or she obtain the floor through recognition by the presiding officer. The delegate must:

- Type FOR or AGAINST in the chatbox when speaking for or against a motion.
- Those with interrupting motions must declare the motion within the chatbox.
- Await recognition.
- Address the chair by saying, "Madam Chair."
- State name and district.
- State immediately the reason for speaking.

TABLE 1: RULES GOVERNING MOTIONS

MOTIONS	In order when another has the floor	Requires a second	Amendable	Debatable	Vote required
Main Motion	NO	YES	YES	YES	Majority
Amendment	NO	YES	YES	YES (if motion to be amended is debatable)	Majority
Amendment to the Amendment	NO	YES	NO	YES (if motion to be amended is debatable)	Majority
Refer to Committee	NO	YES	YES	YES	Majority
Close Debate (Previous Question)	NO	YES	NO	NO	Two-Thirds
Divide the Question	NO	YES	YES	NO	Majority
Reconsider	NO (when another <i>has been assigned</i> the floor, but not after he/she has begun to speak)	YES	NO	YES (if motion to be reconsidered is debatable, in which case debate can go into that question)	Majority
Parliamentary Inquiry	YES	NO	NO	NO	Is not voted on, but Chair responds
Request for Information	YES	NO	NO	NO	Is not voted on
Appeal Decision to Chair	YES (at the time of the ruling)	YES	NO	YES	Majority
Point of Order	YES	NO	NO	NO (but Chair can permit explanation and can submit question to assembly)	Chair Decides