

Which motion would you use for each of the following situations?

This exercise will not only test your knowledge of available motions, but it will also help you to become more familiar with the 12th edition of Robert's Rules of Order Newly Revised while looking up the answers.

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- 1** Motion to close the meeting. (21:1)
- 2** A motion to modify the wording—and within certain limits the meaning—of a pending motion before the pending motion itself is acted upon. (12:1)
- 3** This motion requires a second to take the question from the chair and vest it in the assembly for final decision. (24:1)
- 4** Is a privileged motion by which a member can require the assembly to conform to its agenda, program, or order of business, or to take up a general or special order that is due to come up at the time unless two thirds of those voting wish to do otherwise. (18:1)
- 5** A motion used to send a pending question to a relatively small group of selected persons so that the question may be carefully investigated and put into better condition for the assembly to consider. (13:1)
- 6** A motion to consider a long motion consisting of a series of resolutions, paragraphs, articles, or sections that are not totally separate questions to be considered by opening the different parts to debate and amendment separately, without a division of the question. (28:1)
- 7** A motion to take the matter out of a committee's hands after referring it to the committee and before the committee has made a final report on it for the assembly to consider it. (36:1)
- 8** When a motion relating to a single subject contains several parts, each of which is capable of standing as a complete proposition if the others are removed, the parts can be separated to be considered and voted on as if they were distinct questions—by adoption of this motion. (27:1)
- 9** Whenever a member doubts the result of a voice (viva-voce) vote or a vote by show of hands—either because the result appears close or because he doubts that a representative number of the members present have voted—this can be done thereby requiring the vote to be taken again by rising. (29:1)
- 10** A motion to set the time, and sometimes the place, for another meeting to continue business of the session, with no effect on when the present meeting will adjourn. (22:1)
- 11** A motion to enable the assembly to lay the pending question aside temporarily when something else of immediate urgency has arisen or when something else needs to be addressed before consideration of the pending question is resumed. (17:1)
- 12** One the two motions by means of which an assembly can exercise special control over debate on a pending question or on a series of pending questions. (15:1)
- 13** A motion whose introduction brings business before the assembly; such a motion can be made only while no other motion is pending. (10:1)

Which motion would you use for each of the following situations?

- 14** The object of this motion is to obtain a vote on a question in some form other than by voice, by show of hands, or by Division (rising); or to otherwise direct how and when voting is to be conducted. (30:1)
- 15** While an election is pending, what motion can a member offer a motion to determine the method of making nominations (when it is not prescribed in the bylaws or rules of order), or to close or reopen nominations. (31:1)
- 16** The purpose of this motion is to enable the assembly to avoid a particular original main motion altogether when it believes it would be strongly undesirable for the motion even to come before the assembly. (26:1)
- 17** When a member thinks that the rules of the assembly are being violated, he can make this motion thereby calling upon the chair for a ruling and an enforcement of the regular rules. (23:1)
- 18** A motion that the assembly decline to take a position on the main question. (11:1)
- 19** A motion used to send a pending question to a relatively small group of selected persons—a committee—so that the question may be carefully investigated and put into better condition for the assembly to consider. (14:1)
- 20** A motion used to bring the assembly to an immediate vote on one or more pending questions; its adoption does this with certain exceptions. (16:1)
- 21** A device that permits a request or main motion relating to the rights and privileges of the assembly or any of its members to be brought up for possible immediate consideration because of its urgency, while business is pending and the request or motion would otherwise not be in order. (19:1)
- 22** Motion to take a short intermission in the assembly's proceedings, commonly of only a few minutes, which does not close the meeting and after which business will immediately be resumed at exactly the point where it was interrupted. (20:1)
- 23** A motion to enable a majority in an assembly, within a limited time and without notice, to bring back for further consideration a motion that has already been voted on. The purpose of this motion is to permit correction of hasty, ill-advised, or erroneous action, or to take into account added information or a changed situation that has developed since the taking of the vote. (37:1)
- 24** Occasionally the bylaws of a society may impose specific duties on members beyond the mere payment of dues. Members may be obligated to attend a certain number of meetings, to prepare talks or papers, to serve on committees, or even to accept office if elected. In these cases, a member cannot, as a matter of right, decline such a duty or demand that he or she be excused from it, but the assembly—except as the bylaws may provide otherwise—can grant the member's request to be so excused. (32:1)
- 25** A motion to obtain information or to do or have something done that requires permission of the assembly. (33:1)