

EXHIBIT A – MOTION GUIDE

GOAL	MOTION	VOTE	NOTE	RULE
Amend a motion	"I move this motion be amended by..."	Yes – Majority	<ul style="list-style-type: none"> Consent of the Members making and seconding the motion shall be obtained prior to vote 	7.7.1
Withdraw motion	"I move to withdraw..."	No	<ul style="list-style-type: none"> Consent of the Member seconding motion required 	7.7.4
Extend questioning, discussion or debate	"I move to extend..."	Yes – Majority	<ul style="list-style-type: none"> When Member wants the Council to consent to additional opportunities to ask questions before a motion or extend discussion following a motion 	5.5 7.1/7.3 8.9/8.11
Close debate / end discussion	<p>"I move to close debate."</p> <p>"I move to end discussion on the motion."</p>	Yes – Majority	<ul style="list-style-type: none"> Motion to close debate is not amendable or subject to discussion Appropriate after each Member has had opportunity to be heard twice following motion 	5.7 7.3 7.7.3 8.11
Call for the vote	"Call for the vote."	No – Presiding Officer Decision	<ul style="list-style-type: none"> Once discussion on a motion is concluded, Presiding Officer shall call for the vote 	7.4
Roll call vote	"I call for a roll call vote."	No – Upon demand by any Member	<ul style="list-style-type: none"> Request to be made before result announced Not in order for Members to explain vote 	3.7 7.6
Reconsider something already disposed of	<p>"I move we reconsider our action taken on..."</p> <p>"I move we reconsider the motion relative to..."</p>	Yes – Majority	<ul style="list-style-type: none"> May only be made at same meeting, continued meeting, or at the next scheduled regular meeting Motion may only be made by a Member on the prevailing side of the question; may be seconded by any Member 	7.7.5
Vote on a ruling by Presiding Officer	"I appeal the decision of the Chair."	Yes – Majority	<ul style="list-style-type: none"> Appealing Member may briefly explain the ruling There shall be no debate on the appeal and no other Member shall participate in the discussion 	2.5 3.5
Request information	"Point of information."	No – Presiding Officer Recognition	<ul style="list-style-type: none"> Appropriate when Member has questions about facts under discussion 	6.1
Object to procedure / preservation of order	"Point of order."	No – Presiding Officer Decision	<ul style="list-style-type: none"> Presiding Officer shall rule on any point of order; ruling may be appealed 	2.5 6.1.4