

Quick Reference List

- **All Motions require a second and are adopted by a majority vote of the members present - See exceptions listed below**
- **All Motions are debatable - See exceptions listed below**

Motion:	Purpose:	Requires:
Main Motion	takes action on behalf of the body	Debatable Majority Vote
Adjourn	end the meeting	Not Debatable Majority Vote Requires Immediate Vote
Suspend the Rules	suspends the normal process for a specific purpose	Debatable 2/3 of Members Present
Call the Question	refers to the Main Motion and closes debate and requires an immediate Vote	Not Debatable 2/3 of Members Present
Limit or Extend Debate	shortens or lengths the usual debate time limit	Not Debatable 2/3 of Members Present
Point of Information	to ask the Chair a question related to the process or Motion	Granted by the Chair
Point of Order	to ask the Chair a question related to rules	Granted by the Chair; Chair rules upon question
Table/Lift from Table	to suppress a Motion/return to it	Not Debatable Majority Vote

Thanks to Mark Bonta for the Original Handout/ Hayes2009