# A (Brief) Introduction to Robert's Rules of Order

Debate Vote Speaker Motion Motion (In favour. "I support the moved & "carries" or presents opposed. motion because... "fails" "seconded" motion abstain) "I oppose the motion because..." Amendment Move to amend the Councillors can ask to amend a motion for any motion reason. The amendment will need to be by... seconded by another Councillor. Then it will be discussed and voted on. If it passes, it will replace the original motion.

To speak: Raise your placard. The speaker will put you on the speakers list To stop discussion and move to a vote: Say "Call the Question" when it is your turn to speak If you are confused about something: Say "Point of Information" at anytime If someone is not following the rules (ex. Speaking out of turn): Say "Point of Order" To take a break: "I move to recess for \_\_\_\_ minutes" To extend the meeting: "I move to extend the meeting by \_\_\_ minutes."

# **Robert S Rules Of Order**

**Henry Martyn Robert** 

#### **Robert S Rules Of Order:**

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