

PARLIAMENTARIAN REPORT

Process for Handling an Amendment

The subsidiary motion to Amend allows changes to be made to the wording of a pending motion before it is acted upon. The amendment must be **germane** (closely related) and have bearing on whether the pending motion should be adopted. Several types of amendment possibilities exist; among these are the following: inserting or adding words, striking out words, inserting and striking out words, inserting or adding paragraphs, striking out paragraphs, and substituting entire paragraphs, just to list a few.

The Chair is responsible for continually placing the **question**, whether to adopt or reject an issue or motion, before the Assembly. **Please see the motion that follows which will be amended by inserting words.**

Amendment

Member A: Receives recognition. "I move that we have a picnic on Saturday, June 21, 2014." **Member B:** Second

1. Chair "States" the Question on the Main Motion

"It is moved and seconded that we have a picnic on Saturday, June 21, 2014." Are you ready for the question?

Member C: Receives recognition. **Member C:** "I move to amend by inserting the words **at 10:00 a.m.** after the word picnic and before the word on." **Member D:** Second

Chair "States" the Question on the Amendment

Chair: "It is moved and seconded to insert the words **at 10:00 a.m.** after the word picnic and before the word on. If the amendment is adopted the main motion will read, "That we have a picnic at **10:00 a.m.** on Saturday, June 21, 2014." The question is on inserting the words **at 10:00 a.m.** after the word picnic and before the word on. Are you ready for the question?"

Members: Debate the amendment. After ensuring that there is no further debate the Chair proceeds as follows:

2. Chair "Puts" the Question on the Amendment to a Vote

Chair: Are you ready for the question? The question is on inserting the words **at 10:00 a.m.** after the word picnic and before the word on. If the amendment is adopted, the main motion will read, "That we have a picnic at 10:00 a.m. on Saturday, June 21, 2014." Those in favor of inserting the words at 10:00 a.m. after the word picnic and before the word on will say, aye. Those opposed say, no.

Chair: Announces the results of the vote on the Amendment. The ayes have it and the amendment is adopted to insert the words **at 10:00 a.m.** after the word picnic and before the word on.

Chair "Puts" the Question as Amended to a Vote

Chair: The question is on the main motion as amended "That we have a picnic at 10:00 a.m. on Saturday, June 21, 2014." Are you ready for the question?"

Members: Debate the question. After ensuring that there is no further debate the Chair proceeds as follows:

Chair: Are you ready for the question? The question is on the Main Motion as amended "That we have a picnic at 10:00 a.m. on Saturday, June 21, 2014." Those in favor of the motion say aye. Those opposed say no.

3. Chair announces the results indicating which side "has it" declaring whether the motion was adopted or lost, indicate the effect of the vote and include the wording used in the motion as follows: "The ayes have it and the motion is adopted. "We will have a picnic at 10:00 a.m. on Saturday, June 21, 2014."

The Chair then explains or inquires what is next by using one of the as following:

Chair: The question is now on . . . , The next item of business is . . . , Is there further new business?