

RULES OF THE 2014 NCMS HOUSE OF DELEGATES

Reference Committee Reports

- The recommendation of the reference committee for each item of business will be considered main motions. Each main motion must be seconded.

Speaking on a Motion

- When making or speaking on a motion on the House Floor, delegates must approach the microphone, and once recognized by the Speaker, the delegate must clearly state his/her name and the name of his/her delegation for recording purposes.

Subsidiary Motions

- Motions generally are voted on in the reverse order of their presentation (last motion made and seconded will be the first to be voted on, etc).
- Most common subsidiary motions from the House floor:
 - *Motion to amend:*
 - To the extent possible, motions to amend should be provided in writing on the amendment form provided. The top two sheets of the completed amendment form should be given to designated staff prior to time that the reference committee report is considered if possible.
 - A motion to amend the main motion is allowed, provided it is seconded.
 - A secondary motion to amend is in order, provided that it is germane to the primary motion to amend. A secondary motion to amend must be seconded. Secondary amendments do not require the use of the amendment form.
 - Tertiary motions to amend are out of order.
 - Once either primary or secondary amendments are disposed of, additional amendments may be considered.
 - *Motion to refer:*
 - Motions to refer take precedence over a motion to amend.
 - Motions to refer must be seconded and should provide either of the following instructions:
 - Refer to the Board of Directors for action; or
 - Refer to the Board of Directors for study and report back to the House of Delegates.
 - Motions to refer may be amended (e.g., to change a motion to refer for action into a motion to refer for study and report back).
 - *Motion to close debate and vote immediately* (call the question)—if the House has heard from both sides of the question and debate becomes repetitive, the motion to *close debate and vote immediately* is appropriate. Such a motion requires a second and a two thirds vote is required.

Use of Voting Card

- Each delegate has been provided with a red voting card.
- Please hold up the red voting card at the appropriate time when the Speaker calls for a vote.