Parliamentary Procedure Notes

**Main Motion**- Motion that brings new business before the assembly only one may be presented at a time.

**Second**- Required before a motion can be considered

**Privileged**- Takes precedence over all other motions

**Adjourn**- Close a meeting

**Recess**- Take an intermission from the meeting to discuss the business informally, count ballots, or secure information

**Subsidiary**- Assists in treating or disposing of main motions

**Lay on the table**- Sets the motion aside to take care of more urgent business

**Previous question**- Ends debate and the making of subsidiary motions

**Extend debate**- Extend debate on the motion to which it is applied

**Postpone definitely**- Postpones a motion to a certain time

**Refer**- Sends a motion to a committee for further research

**Amend**- Alters a main motion or any motion with a variation

**Postpone indefinitely**- Kills a main motion

**Majority**- Vote that requires more than half of the assembly's approval

**Debate**- Discussion on the motion that is pending

**Assembly**- The group of people meeting

**Quorum**- The amount of people needed to legally complete business

**Incidental**- A class of motions that relate to other pending business

**Voice vote**- Most common method of voting

**Roll Call**- Most accurate method of voting