

Robert's Rules* in Ten Minutes

2020 Session Clerk Workshop

Means of Discernment

- Robert's Rules is a way of discernment and decision
- The process is specified in the Book of Order
- Not all discernment has to take place under Robert's Rules

Majority Governs

- Decisions are made by majority vote (or sometimes greater)
- The Rules preserve the rights of the minority
- One person has the floor at a time
- One matter is considered at a time

The Use of Motions

- Usually a decision begins with a motion
- Another member seconds the motion
- The question is discussed and debated
- The moderator states the question
- The vote is taken (or motion adopted by common/unanimous consent)

A List of Common Motions

- Main motion and motions to amend
- Refer to a committee to report back
- Postpone to a definite time
- Consider by paragraph/divide the question
- Recess or Adjourn

A Few More Things

- Don't need to record who moved, who seconded
- When might you use paper ballots?
- What happens when someone shouts "call the question!"?
- Motion to Reconsider - made by someone on the winning side during the same meeting
- Motion to Rescind - made at a later meeting, requires 2/3 vote unless there is prior notice

*The newest edition is: *Robert's Rules of Order Newly Revised, 12th edition*, available through Amazon. A shorter resource is: *Robert's Rules of Order Newly Revised In Brief, 2nd edition*, by Robert, Henry M., also available through Amazon.