



8 Steps to a Main Motion

It is easy for any Member of the Chapter to engage in Chapter Meetings by making a motion. Motions can be used to bring new business before the Chapter or propose action be taken on a pending matter. Only one main motion can be considered at a given time by the assembly. As the Parliamentarian, it is your job to ensure that the proper procedure is followed by any Member making a motion as follows:

- 1 Member seeks recognition by the Chair**
- 2 Member is recognized by the Chair**
- 3 Member states the motion**
- 4 Another Member seconds the motion**
- 5 The Chair restates the motion as made and seconded**
- 6 Members discuss or debate the motion**
- 7 The chair takes a vote**
- 8 The chair announces the results of the vote**