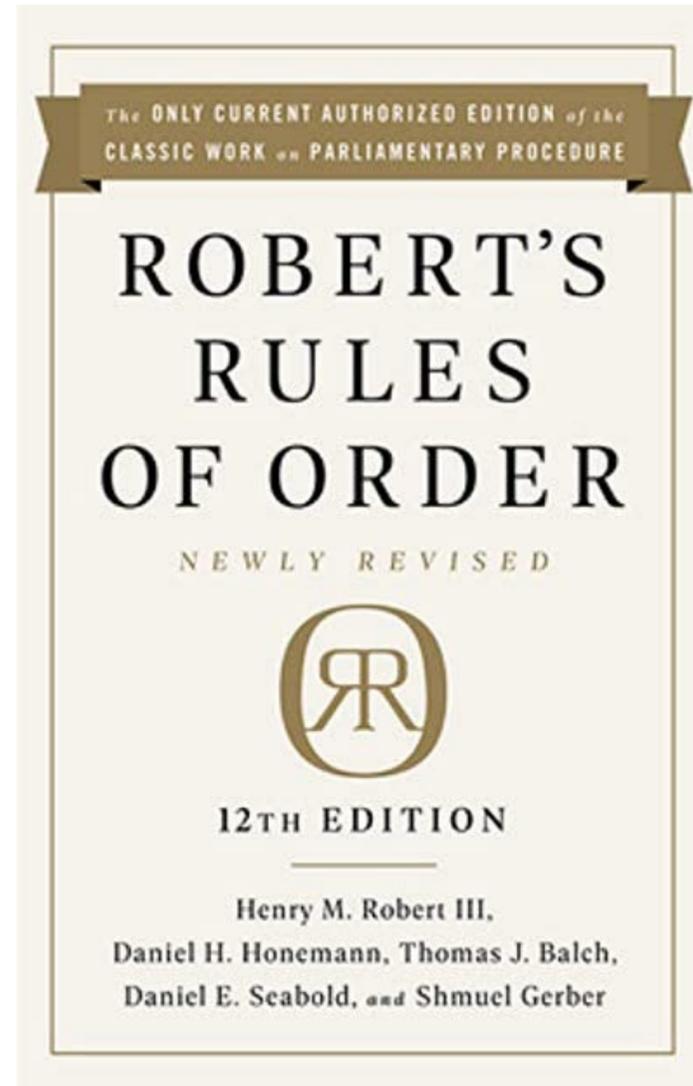


Changes to  
*Robert's Rules of Order*  
in the 12th Edition

By Tim Wynn, PRP

# What's Different?



**FORMAT**

change. When a secondary amendment proposes a change in a paragraph that a primary amendment proposes to strike out, either by a motion to strike out a paragraph or by a motion to substitute, it must be germane to that paragraph. An amendment cannot introduce an independent question; but an amendment can be hostile to, or even defeat, the spirit of the original motion and still be germane.

12:17 Aside from these principles, there is no single, all-inclusive test for determining when a proposed amendment is germane and when it is not. A method by which the germaneness of an amendment can often be verified, however, grows out of the following general rules of parliamentary law:

- 1) During the session in which the assembly has decided a question, another main motion raising the same or substantially the same question cannot be introduced.
- 2) While a motion has been temporarily disposed of (as explained in 9:7–11), no other motion can be admitted that might conflict with one of the possible final decisions on the first motion.

12:18 By these rules, if a proposed amendment is related to the main motion in such a way that, after the adoption, rejection, or temporary disposal of the present main motion, the essential idea of the amendment could not be introduced as an independent resolution during the same session, the amendment is germane and must be admitted, since there will not, or may not, be any opportunity to present it later. This test cannot be reliably used to determine that an amendment is *not* in order, since it is sometimes possible for an amendment to be germane even if, regardless of action on the present main motion, the idea embodied in the amendment could be introduced inde-

chair,” since both relate to providing the secretary with the necessary furniture. On the other hand, an amendment to add to the motion the words “and the payment of the President’s expenses to the State Convention” is not germane.

12:20 Or assume that the following is the pending motion: “that the City Council commend Officer George for his action in ...” An amendment to strike out “commend” and insert “censure,” although antagonistic to the original intent, is germane and *in order* because both ideas deal with the council’s opinion of the officer’s action. Also, since a motion to censure the officer for the same act could not be introduced independently in the same session after the adoption of a motion to commend him, the amendment to change *commend* to *censure* is germane under the rule given above. It should be noted that *censure* is different from *not commend* (see *Improper Amendments*, below).

12:21 There are borderline cases where a presiding officer will find it difficult to judge the germaneness of an amendment. Whenever in doubt, he should admit the amendment or, in important cases, refer the decision to the assembly: “The chair is in doubt and will ask the assembly to decide whether the amendment is germane. [Debate, if any, provided that debate is in order.] The question is on whether the amendment is germane to the resolution [or “to the primary amendment”]. Those of the opinion that the amendment *is* germane, say *aye*. ... Those of the opinion that it is *not* germane, say *no*. ... , etc.” (See also example under *Point of Order*, 23:18–20.)

12:22 **Improper Amendments.** The following types of amendment are not in order:

change. When a member proposes a change in a paragraph that a primary amendment proposes to strike out, either by a motion to strike out a paragraph or by a motion to substitute, it must be germane to that paragraph. An amendment cannot introduce an independent question; but an amendment can be hostile to, or even defeat, the spirit of the original motion and still be germane.

12:17 Aside from these principles, there is no single, all-inclusive test for determining when a proposed amendment is germane and when it is not. A method by which the germaneness of an amendment can often be verified, however, grows out of the following general rules of parliamentary law:

- 1) During the session in which the assembly has decided a question, another main motion raising the same or substantially the same question cannot be introduced.
- 2) While a motion has been temporarily disposed of (as explained in 9:7–11), no other motion can be admitted that might conflict with one of the possible final decisions on the first motion.

12:18 By these rules, if a proposed amendment is related to the main motion in such a way that, after the adoption, rejection, or temporary disposal of the present main motion, the essential idea of the amendment could not be introduced as an independent resolution during the same session, the amendment is germane and must be admitted, since there will not, or may not, be any opportunity to present it later. This test cannot be reliably used to determine that an amendment is *not* in order, since it is sometimes possible for an amendment to be germane even if, regardless of action on the present main motion, the idea embodied in the amendment could be introduced inde-

chair,” since both relate to providing the secretary with the necessary furniture. On the other hand, an amendment to add to the motion the words “and the payment of the President’s expenses to the State Convention” is not germane.

12:20 Or assume that the following is the pending motion: “that the City Council commend Officer George for his action in ...” An amendment to strike out “commend” and insert “censure,” although antagonistic to the original intent, is germane and *in order* because both ideas deal with the council’s opinion of the officer’s action. Also, since a motion to censure the officer for the same act could not be introduced independently in the same session after the adoption of a motion to commend him, the amendment to change *commend* to *censure* is germane under the rule given above. It should be noted that *censure* is different from *not commend* (see *Improper Amendments*, below).

12:21 There are borderline cases where a presiding officer will find it difficult to judge the germaneness of an amendment. Whenever in doubt, he should admit the amendment or, in important cases, refer the decision to the assembly: “The chair is in doubt and will ask the assembly to decide whether the amendment is germane. [Debate, if any, provided that debate is in order.] The question is on whether the amendment is germane to the resolution [or “to the primary amendment”]. Those of the opinion that the amendment *is* germane, say *aye*. ... Those of the opinion that it is *not* germane, say *no*. ... , etc.” (See also example under *Point of Order*, 23:18–20.)

12:22 **Improper Amendments.** The following types of amendment are not in order:

change. When a member proposes a change in a paragraph that a primary amendment proposes to strike out, either by a motion to strike out a paragraph or by a motion to substitute, it must be germane to that paragraph. An amendment cannot introduce an independent question; but an amendment can be hostile to, or even defeat, the spirit of the original motion and still be germane.

12:17 Aside from these principles, there is no single, all-inclusive test for determining when a proposed amendment is germane and when it is not. A method by which the germaneness of an amendment can often be verified, however, grows out of the following general rules of parliamentary law:

- 1) During the session in which the assembly has decided a question, another main motion raising the same or substantially the same question cannot be introduced.
- 2) While a motion has been temporarily disposed of (as explained in 9:7–11), no other motion can be admitted that might conflict with one of the possible final decisions on the first motion.

12:18 By these rules, if a proposed amendment is related to the main motion in such a way that, after the adoption, rejection, or temporary disposal of the present main motion, the essential idea of the amendment could not be introduced as an independent resolution during the same session, the amendment is germane and must be admitted, since there will not, or may not, be any opportunity to present it later. This test cannot be reliably used to determine that an amendment is *not* in order, since it is sometimes possible for an amendment to be germane even if, regardless of action on the present main motion, the idea embodied in the amendment could be introduced inde-

chair,” since both relate to providing the secretary with the necessary furniture. On the other hand, an amendment to add to the motion the words “and the payment of the President’s expenses to the State Convention” is not germane.

12:20 Or assume that the following is the pending motion: “that the City Council commend Officer George for his action in ...” An amendment to strike out “commend” and insert “censure,” although antagonistic to the original intent, is germane and *in order* because both ideas deal with the council’s opinion of the officer’s action. Also, since a motion to censure the officer for the same act could not be introduced independently in the same session after the adoption of a motion to commend him, the amendment to change *commend* to *censure* is germane under the rule given above. It should be noted that *censure* is different from *not commend* (see *Improper Amendments*, below).

12:21 There are borderline cases where a presiding officer will find it difficult to judge the germaneness of an amendment. Whenever in doubt, he should admit the amendment or, in important cases, refer the decision to the assembly: “The chair is in doubt and will ask the assembly to decide whether the amendment is germane. [Debate, if any, provided that debate is in order.] The question is on whether the amendment is germane to the resolution [or “to the primary amendment”]. Those of the opinion that the amendment *is* germane, say *aye*. ... Those of the opinion that it is *not* germane, say *no*. ... , etc.” (See also example under *Point of Order*, 23:18–20.)

12:22 **Improper Amendments.** The following types of amendment are not in order:

change. When a secondary amendment proposes a change in a paragraph that a primary amendment proposes to strike out, either by a motion to strike out a paragraph or by a motion to substitute, it must be germane to that paragraph. An amendment cannot introduce an independent question; but an amendment can be hostile to, or even defeat, the spirit of the original motion and still be germane.

12:17 Aside from these principles, there is no single, all-inclusive test for determining when a proposed amendment is germane and when it is not. A method by which the germaneness of an amendment can often be verified, however, grows out of the following general rules of parliamentary law:

- 1) During the session in which the assembly has decided a question, another main motion raising the same or substantially the same question cannot be introduced.
- 2) While a motion has been temporarily disposed of (as explained in 9:7–11), no other motion can be admitted that might conflict with one of the possible final decisions on the first motion.

12:18 By these rules, if a proposed amendment is related to the main motion in such a way that, after the adoption, rejection, or temporary disposal of the present main motion, the essential idea of the amendment could not be introduced as an independent resolution during the same session, the amendment is germane and must be admitted, since there will not, or may not, be any opportunity to present it later. This test cannot be reliably used to determine that an amendment is *not* in order, since it is sometimes possible for an amendment to be germane even if, regardless of action on the present main motion, the idea embodied in the amendment could be introduced inde-

chair,” since both relate to providing the secretary with the necessary furniture. On the other hand, an amendment to add to the motion the words “and the payment of the President’s expenses to the State Convention” is not germane.

12:20 Or assume that the following is the pending motion: “that the City Council commend Officer George for his action in ...” An amendment to strike out “commend” and insert “censure,” although antagonistic to the original intent, is germane and *in order* because both ideas deal with the council’s opinion of the officer’s action. Also, since a motion to censure the officer for the same act could not be introduced independently in the same session after the adoption of a motion to commend him, the amendment to change *commend* to *censure* is germane under the rule given above. It should be noted that *censure* is different from *not commend* (see *Improper Amendments*, below).

12:21 There are borderline cases where a presiding officer will find it difficult to judge the germaneness of an amendment. Whenever in doubt, he should admit the amendment or, in important cases, refer the decision to the assembly: “The chair is in doubt and will ask the assembly to decide whether the amendment is germane. [Debate, if any, provided that debate is in order.] The question is on whether the amendment is germane to the resolution [or “to the primary amendment”]. Those of the opinion that the amendment *is* germane, say *aye*. ... Those of the opinion that it is *not* germane, say *no*. ... , etc.” (See also example under *Point of Order*, 23:18–20.)

12:22 **Improper Amendments.** The following types of amendment are not in order:

change. When a secondary amendment proposes a change in a paragraph that a primary amendment proposes to strike out, either by a motion to strike out a paragraph or by a motion to substitute, it must be germane to that paragraph. An amendment cannot introduce an independent question; but an amendment can be hostile to, or even defeat, the spirit of the original motion and still be germane.

12:17 Aside from these principles, there is no single, all-inclusive test for determining when a proposed amendment is germane and when it is not. A method by which the germaneness of an amendment can often be verified, however, grows out of the following general rules of parliamentary law:

- 1) During the session in which the assembly has decided a question, another main motion raising the same or substantially the same question cannot be introduced.
- 2) While a motion has been temporarily disposed of (as explained in 9:7–11), no other motion can be admitted that might conflict with one of the possible final decisions on the first motion.

12:18 By these rules, if a proposed amendment is related to the main motion in such a way that, after the adoption, rejection, or temporary disposal of the present main motion, the essential idea of the amendment could not be introduced as an independent resolution during the same session, the amendment is germane and must be admitted, since there will not, or may not, be any opportunity to present it later. This test cannot be reliably used to determine that an amendment is *not* in order, since it is sometimes possible for an amendment to be germane even if, regardless of action on the present main motion, the idea embodied in the amendment could be introduced inde-

chair,” since both relate to providing the secretary with the necessary furniture. On the other hand, an amendment to add to the motion the words “and the payment of the President’s expenses to the State Convention” is not germane.

12:20 Or assume that the following is the pending motion: “that the City Council commend Officer George for his action in ...” An amendment to strike out “commend” and insert “censure,” although antagonistic to the original intent, is germane and *in order* because both ideas deal with the council’s opinion of the officer’s action. Also, since a motion to censure the officer for the same act could not be introduced independently in the same session after the adoption of a motion to commend him, the amendment to change *commend* to *censure* is germane under the rule given above. It should be noted that *censure* is different from *not commend* (see *Improper Amendments*, below).

12:21 There are borderline cases where a presiding officer will find it difficult to judge the germaneness of an amendment. Whenever in doubt, he should admit the amendment or, in important cases, refer the decision to the assembly: “The chair is in doubt and will ask the assembly to decide whether the amendment is germane. [Debate, if any, provided that debate is in order.] The question is on whether the amendment is germane to the resolution [or “to the primary amendment”]. Those of the opinion that the amendment *is* germane, say *aye*. ... Those of the opinion that it is *not* germane, say *no*. ... , etc.” (See also example under *Point of Order*, 23:18–20.)

12:22 **Improper Amendments.** The following types of amendment are not in order:

change. When a secondary amendment proposes a change in a paragraph that a primary amendment proposes to strike out, either by a motion to strike out a paragraph or by a motion to substitute, it must be germane to that paragraph. An amendment cannot introduce an independent question; but an amendment can be hostile to, or even defeat, the spirit of the original motion and still be germane.

12:17 Aside from these principles, there is no single, all-inclusive test for determining when a proposed amendment is germane and when it is not. A method by which the germaneness of an amendment can often be verified, however, grows out of the following general rules of parliamentary law:

- 1) During the session in which the assembly has decided a question, another main motion raising the same or substantially the same question cannot be introduced.
- 2) While a motion has been temporarily disposed of (as explained in 9:7–11), no other motion can be admitted that might conflict with one of the possible final decisions on the first motion.

12:18 By these rules, if a proposed amendment is related to the main motion in such a way that, after the adoption, rejection, or temporary disposal of the present main motion, the essential idea of the amendment could not be introduced as an independent resolution during the same session, the amendment is germane and must be admitted, since there will not, or may not, be any opportunity to present it later. This test cannot be reliably used to determine that an amendment is *not* in order, since it is sometimes possible for an amendment to be germane even if, regardless of action on the present main motion, the idea embodied in the amendment could be introduced inde-

chair,” since both relate to providing the secretary with the necessary furniture. On the other hand, an amendment to add to the motion the words “and the payment of the President’s expenses to the State Convention” is not germane.

12:20 Or assume that the following is the pending motion: “that the City Council commend Officer George for his action in ...” An amendment to strike out “commend” and insert “censure,” although antagonistic to the original intent, is germane and *in order* because both ideas deal with the council’s opinion of the officer’s action. Also, since a motion to censure the officer for the same act could not be introduced independently in the same session after the adoption of a motion to commend him, the amendment to change *commend* to *censure* is germane under the rule given above. It should be noted that *censure* is different from *not commend* (see *Improper Amendments*, below).

12:21 There are borderline cases where a presiding officer will find it difficult to judge the germaneness of an amendment. Whenever in doubt, he should admit the amendment or, in important cases, refer the decision to the assembly: “The chair is in doubt and will ask the assembly to decide whether the amendment is germane. [Debate, if any, provided that debate is in order.] The question is on whether the amendment is germane to the resolution [or “to the primary amendment”]. Those of the opinion that the amendment *is* germane, say *aye*. ... Those of the opinion that it is *not* germane, say *no*. ... , etc.” (See also example under *Point of Order*, 23:18–20.)

12:22 **Improper Amendments.** The following types of amendment are not in order:

change. When a secondary amendment proposes a change in a paragraph that a primary amendment proposes to strike out, either by a motion to strike out a paragraph or by a motion to substitute, it must be germane to that paragraph. An amendment cannot introduce an independent question; but an amendment can be hostile to, or even defeat, the spirit of the original motion and still be germane.

12:17

Aside from these principles, there is no single, all-inclusive test for determining when a proposed amendment is germane and when it is not. A method by which the germaneness of an amendment can often be verified, however, grows out of the following general rules of parliamentary law:

- 1) During the session in which the assembly has decided a question, another main motion raising the same or substantially the same question cannot be introduced.
- 2) While a motion has been temporarily disposed of (as explained in 9:7–11), no other motion can be admitted that might conflict with one of the possible final decisions on the first motion.

12:18

By these rules, if a proposed amendment is related to the main motion in such a way that, after the adoption, rejection, or temporary disposal of the present main motion, the essential idea of the amendment could not be introduced as an independent resolution during the same session, the amendment is germane and must be admitted, since there will not, or may not, be any opportunity to present it later. This test cannot be reliably used to determine that an amendment is *not* in order, since it is sometimes possible for an amendment to be germane even if, regardless of action on the present main motion, the idea embodied in the amendment could be introduced inde-

chair,” since both relate to providing the secretary with the necessary furniture. On the other hand, an amendment to add to the motion the words “and the payment of the President’s expenses to the State Convention” is not germane.

12:20

Or assume that the following is the pending motion: “that the City Council commend Officer George for his action in ...” An amendment to strike out “commend” and insert “censure,” although antagonistic to the original intent, is germane and *in order* because both ideas deal with the council’s opinion of the officer’s action. Also, since a motion to censure the officer for the same act could not be introduced independently in the same session after the adoption of a motion to commend him, the amendment to change *commend* to *censure* is germane under the rule given above. It should be noted that *censure* is different from *not commend* (see *Improper Amendments*, below).

12:21

There are borderline cases where a presiding officer will find it difficult to judge the germaneness of an amendment. Whenever in doubt, he should admit the amendment or, in important cases, refer the decision to the assembly: “The chair is in doubt and will ask the assembly to decide whether the amendment is germane. [Debate, if any, provided that debate is in order.] The question is on whether the amendment is germane to the resolution [or “to the primary amendment”]. Those of the opinion that the amendment *is* germane, say *aye*. ... Those of the opinion that it is *not* germane, say *no*. ... , etc.” (See also example under *Point of Order*, 23:18–20.)

12:22

**Improper Amendments.** The following types of amendment are not in order:

change. When a secondary amendment proposes a change in a paragraph that a primary amendment proposes to strike out, either by a motion to strike out a paragraph or by a motion to substitute, it must be germane to that paragraph. An amendment cannot introduce an independent question; but an amendment can be hostile to, or even defeat, the spirit of the original motion and still be germane.

12:17 Aside from these principles, there is no single, all-inclusive test for determining when a proposed amendment is germane and when it is not. A method by which the germaneness of an amendment can often be verified, however, grows out of the following general rules of parliamentary law:

- 1) During the session in which the assembly has decided a question, another main motion raising the same or substantially the same question cannot be introduced.
- 2) While a motion has been temporarily disposed of (as explained in 9:7–11), no other motion can be admitted that might conflict with one of the possible final decisions on the first motion.

12:18 By these rules, if a proposed amendment is related to the main motion in such a way that, after the adoption, rejection, or temporary disposal of the present main motion, the essential idea of the amendment could not be introduced as an independent resolution during the same session, the amendment is germane and must be admitted, since there will not, or may not, be any opportunity to present it later. This test cannot be reliably used to determine that an amendment is *not* in order, since it is sometimes possible for an amendment to be germane even if, regardless of action on the present main motion, the idea embodied in the amendment could be introduced inde-

chair,” since both relate to providing the secretary with the necessary furniture. On the other hand, an amendment to add to the motion the words “and the payment of the President’s expenses to the State Convention” is not germane.

12:20 Or assume that the following is the pending motion: “that the City Council commend Officer George for his action in ...” An amendment to strike out “commend” and insert “censure,” although antagonistic to the original intent, is germane and *in order* because both ideas deal with the council’s opinion of the officer’s action. Also, since a motion to censure the officer for the same act could not be introduced independently in the same session after the adoption of a motion to commend him, the amendment to change *commend* to *censure* is germane under the rule given above. It should be noted that *censure* is different from *not commend* (see *Improper Amendments*, below).

12:21 There are borderline cases where a presiding officer will find it difficult to judge the germaneness of an amendment. Whenever in doubt, he should admit the amendment or, in important cases, refer the decision to the assembly: “The chair is in doubt and will ask the assembly to decide whether the amendment is germane. [Debate, if any, provided that debate is in order.] The question is on whether the amendment is germane to the resolution [or “to the primary amendment”]. Those of the opinion that the amendment *is* germane, say *aye*. ... Those of the opinion that it is *not* germane, say *no*. ... , etc.” (See also example under *Point of Order*, 23:18–20.)

12:22 **Improper Amendments.** The following types of amendment are not in order:

change. When a secondary amendment proposes a change in a paragraph that a primary amendment proposes to strike out, either by a motion to strike out a paragraph or by a motion to substitute, it must be germane to that paragraph. An amendment cannot introduce an independent question; but an amendment can be hostile to, or even defeat, the spirit of the original motion and still be germane.

12:17 Aside from these principles, there is no single, all-inclusive test for determining when a proposed amendment is germane and when it is not. A method by which the germaneness of an amendment can often be verified, however, grows out of the following general rules of parliamentary law:

- 1) During the session in which the assembly has decided a question, another main motion raising the same or substantially the same question cannot be introduced.
- 2) While a motion has been temporarily disposed of (as explained in 9:7–11), no other motion can be admitted that might conflict with one of the possible final decisions on the first motion.

12:18 By these rules, if a proposed amendment is related to the main motion in such a way that, after the adoption, rejection, or temporary disposal of the present main motion, the essential idea of the amendment could not be introduced as an independent resolution during the same session, the amendment is germane and must be admitted, since there will not, or may not, be any opportunity to present it later. This test cannot be reliably used to determine that an amendment is *not* in order, since it is sometimes possible for an amendment to be germane even if, regardless of action on the present main motion, the idea embodied in the amendment could be introduced inde-

chair,” since both relate to providing the secretary with the necessary furniture. On the other hand, an amendment to add to the motion the words “and the payment of the President’s expenses to the State Convention” is not germane.

12:20 Or assume that the following is the pending motion: “that the City Council commend Officer George for his action in ...” An amendment to strike out “commend” and insert “censure,” although antagonistic to the original intent, is germane and *in order* because both ideas deal with the council’s opinion of the officer’s action. Also, since a motion to censure the officer for the same act could not be introduced independently in the same session after the adoption of a motion to commend him, the amendment to change *commend* to *censure* is germane under the rule given above. It should be noted that *censure* is different from *not commend* (see *Improper Amendments*, below).

12:21 There are borderline cases where a presiding officer will find it difficult to judge the germaneness of an amendment. Whenever in doubt, he should admit the amendment or, in important cases, refer the decision to the assembly: “The chair is in doubt and will ask the assembly to decide whether the amendment is germane. [Debate, if any, provided that debate is in order.] The question is on whether the amendment is germane to the resolution [or “to the primary amendment”]. Those of the opinion that the amendment *is* germane, say *aye*. ... Those of the opinion that it is *not* germane, say *no*. ... , etc.” (See also example under *Point of Order*, 23:18–20.)

12:22 **Improper Amendments.** The following types of amendment are not in order:

change. When a secondary amendment proposes a change in a paragraph that a primary amendment proposes to strike out, either by a motion to strike out a paragraph or by a motion to substitute, it must be germane to that paragraph. An amendment cannot introduce an independent question; but an amendment can be hostile to, or even defeat, the spirit of the original motion and still be germane.

12:17

Aside from these principles, there is no single, all-inclusive test for determining when a proposed amendment is germane and when it is not. A method by which the germaneness of an amendment can often be verified, however, grows out of the following general rules of parliamentary law:

- 1) During the session in which the assembly has decided a question, another main motion raising the same or substantially the same question cannot be introduced.
- 2) While a motion has been temporarily disposed of (as explained in 9:7–11), no other motion can be admitted that might conflict with one of the possible final decisions on the first motion.

12:18

By these rules, if a proposed amendment is related to the main motion in such a way that, after the adoption, rejection, or temporary disposal of the present main motion, the essential idea of the amendment could not be introduced as an independent resolution during the same session, the amendment is germane and must be admitted, since there will not, or may not, be any opportunity to present it later. This test cannot be reliably used to determine that an amendment is *not* in order, since it is sometimes possible for an amendment to be germane even if, regardless of action on the present main motion, the idea embodied in the amendment could be introduced inde-

chair,” since both relate to providing the secretary with the necessary furniture. On the other hand, an amendment to add to the motion the words “and the payment of the President’s expenses to the State Convention” is not germane.

12:20

Or assume that the following is the pending motion: “that the City Council commend Officer George for his action in ...” An amendment to strike out “commend” and insert “censure,” although antagonistic to the original intent, is germane and *in order* because both ideas deal with the council’s opinion of the officer’s action. Also, since a motion to censure the officer for the same act could not be introduced independently in the same session after the adoption of a motion to commend him, the amendment to change *commend* to *censure* is germane under the rule given above. It should be noted that *censure* is different from *not commend* (see *Improper Amendments*, below).

12:21

There are borderline cases where a presiding officer will find it difficult to judge the germaneness of an amendment. Whenever in doubt, he should admit the amendment or, in important cases, refer the decision to the assembly: “The chair is in doubt and will ask the assembly to decide whether the amendment is germane. [Debate, if any, provided that debate is in order.] The question is on whether the amendment is germane to the resolution [or “to the primary amendment”]. Those of the opinion that the amendment *is* germane, say *aye*. ... Those of the opinion that it is *not* germane, say *no*. ... , etc.” (See also example under *Point of Order*, 23:18–20.)

12:22

**Improper Amendments.** The following types of amendment are not in order:

# Citing The Book

**RONR (11th ed.), p. 449, ll. 12-14**

# Citing The Book

~~RONR (11th ed.), p. 449, ll. 12-14~~

## CITE THIS BOOK

with section and paragraph numbers  
as in the following examples:

RONR (12<sup>th</sup> ed.) 12:67

RONR (12<sup>th</sup> ed.) 12:7(1)(a)

RONR (12<sup>th</sup> ed.) 35:10–12

Footnotes may be cited as follows:

RONR (12<sup>th</sup> ed.) 56:49n1

## CITE THIS BOOK

with section and paragraph numbers  
as in the following examples:

RONR (12<sup>th</sup> ed.) 12:67

RONR (12<sup>th</sup> ed.) 12:7(1)(a)

RONR (12<sup>th</sup> ed.) 35:10–12

Footnotes may be cited as follows:

RONR (12<sup>th</sup> ed.) 56:49n1

# INDEX

**quorum, 1:8, 3:3–5, §40, 40:1**  
absence, motions in order, 40:6–10  
absentees, protect, 25:10  
board, 49:16, 51:2, 56:39  
bylaw provisions on, 3:3, 40:2, 56:37;  
sample, 56:63

quorum, action in absence, 40:9  
special meeting, action outside scope of  
notice, 9:15

**Raymond, Melissa, xxvii**

*Read Papers, Request to*, 6:17(11), 33:1,  
33:20–21

---

**Key to locations:** 1:1 to 63:40 = paragraphs (**bold number** = definition; *italic number* = SDCs);  
§1–§63 = sections; t1–t52 = page numbers in the Charts, Tables, and Lists

# INDEX

**quorum**, **1:8**, 3:3–5, §40, **40:1**  
absence, motions in order, 40:6–10  
absentees, protect, 25:10  
board, **49:16**, 51:2, 56:39  
bylaw provisions on, 3:3, 40:2, 56:37;  
sample, 56:63

quorum, action in absence, 40:9  
special meeting, action outside scope of  
notice, 9:15  
**Raymond, Melissa**, xxvii  
*Read Papers, Request to*, 6:17(11), 33:1,  
33:20–21

---

**Key to locations:** 1:1 to 63:40 = paragraphs (**bold number** = definition; *italic number* = SDCs);  
§1–§63 = sections; t1–t52 = page numbers in the Charts, Tables, and Lists

# INDEX

**quorum**, **1:8**, 3:3–5, §40, **40:1**  
absence, motions in order, 40:6–10  
absentees, protect, 25:10  
board, **49:16**, 51:2, 56:39  
bylaw provisions on, 3:3, 40:2, 56:37;  
sample **56:63**

quorum, action in absence, 40:9  
special meeting, action outside scope of  
notice, 9:15  
**Raymond, Melissa**, xxvii  
*Read Papers, Request to*, 6:17(11), 33:1,  
33:20–21

---

**Key to locations:** 1:1 to 63:40 = paragraphs (**bold number** = definition; *italic number* = SDCs);  
§1–§63 = sections; t1–t52 = page numbers in the Charts, Tables, and Lists

# INDEX

**quorum**, **1:8**, 3:3–5, §40, **40:1**  
absence, motions in order, 40:6–10  
absentees, protect, 25:10  
board, **49:16**, 51:2, 56:39  
bylaw provisions on, 3:3, 40:2, 56:37;  
sample **56:63**

quorum, action in absence, 40:9  
special meeting, action outside scope of  
notice **9:15**  
**Raymond, Melissa**, xxvii  
*Read Papers, Request to*, 6:17(11), 33:1,  
33:20–21

---

**Key to locations:** 1:1 to 63:40 = paragraphs (**bold number** = definition; *italic number* = SDCs);  
§1–§63 = sections; t1–t52 = page numbers in the Charts, Tables, and Lists

# INDEX

**quorum** **1:8**, 3:3–5, §40, **40:1**  
absence, motions in order, 40:6–10  
absentees, protect, 25:10  
board, 49:16, 51:2, 56:39  
bylaw provisions on, 3:3, 40:2, 56:37;  
sample, 56:63

quorum, action in absence, 40:9  
special meeting, action outside scope of  
notice, 9:15

**Raymond, Melissa**, xxvii

*Read Papers, Request to*, 6:17(11), 33:1,  
33:20–21

---

**Key to locations:** 1:1 to 63:40 = paragraphs (**bold number** = definition; *italic number* = SDCs);  
§1–§63 = sections; t1–t52 = page numbers in the Charts, Tables, and Lists

# INDEX

**quorum** **1:8**, 3:3–5, §40 **40:1**  
absence, motions in order, 10:6–10  
absentees, protect, 25:10  
board, 49:16, 51:2, 56:39  
bylaw provisions on, 3:3, 40:2, 56:37;  
sample, 56:63

quorum, action in absence, 40:9  
special meeting, action outside scope of  
notice, 9:15

**Raymond, Melissa**, xxvii

*Read Papers, Request to*, 6:17(11), 33:1,  
33:20–21

---

**Key to locations:** 1:1 to 63:40 = paragraphs (**bold number** = definition; *italic number* = SDCs);  
§1–§63 = sections; t1–t52 = page numbers in the Charts, Tables, and Lists

# INDEX

**quorum, 1:8, 3:3–5, §40, 40:1**  
absence, motions in order, 40:6–10  
absentees, protect, 25:10  
board, 49:16, 51:2, 56:39  
bylaw provisions on, 3:3, 40:2, 56:37;  
sample, 56:63

quorum, action in absence, 40:9  
special meeting, action outside scope of  
notice, 9:15

**Raymond, Melissa** xxvii

*Read Papers, Request to*, 6:17(11), 33:1,  
33:20–21

---

**Key to locations:** 1:1 to 63:40 = paragraphs (**bold number** = definition; *italic number* = SDCs);  
§1–§63 = sections; t1–t52 = page numbers in the Charts, Tables, and Lists

# INDEX

**quorum**, **1:8**, **3:3–5**, §40, **40:1**  
absence, motions in order, 40:6–10  
absentees, protect, 25:10  
board, 49:16, 51:2, 56:39  
bylaw provisions on, 3:3, 40:2, 56:37;  
sample, 56:63

quorum, action in absence, 40:9  
special meeting, action outside scope of  
notice, 9:15

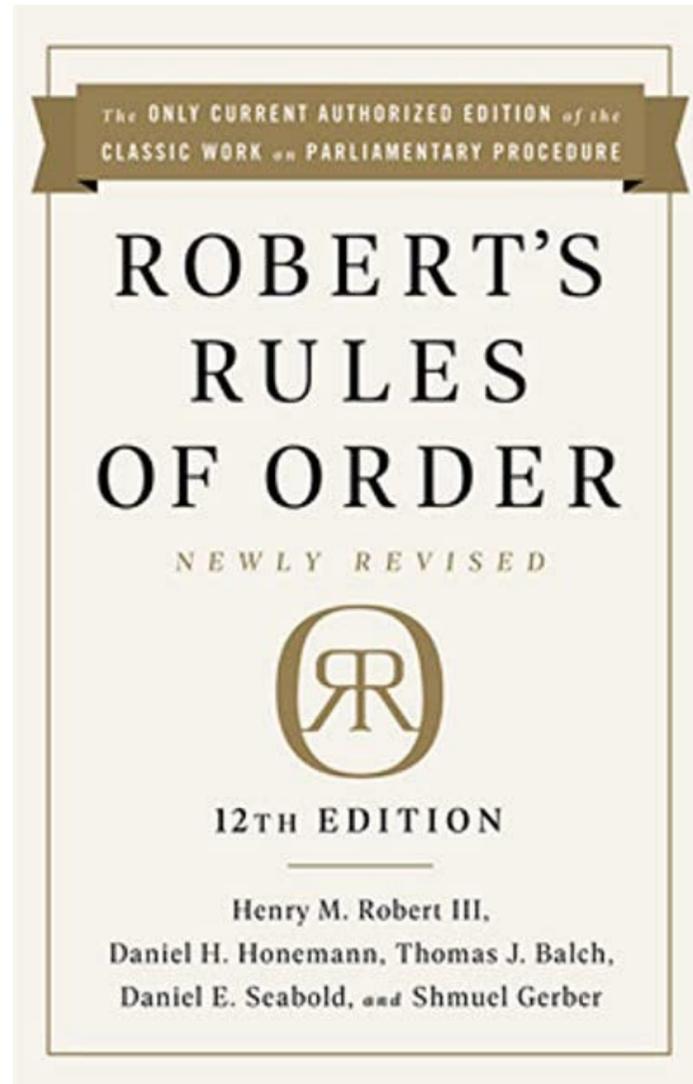
**Raymond, Melissa**, xxvii

*Read Papers, Request to*, 6:17(11), 33:1,  
33:20–21

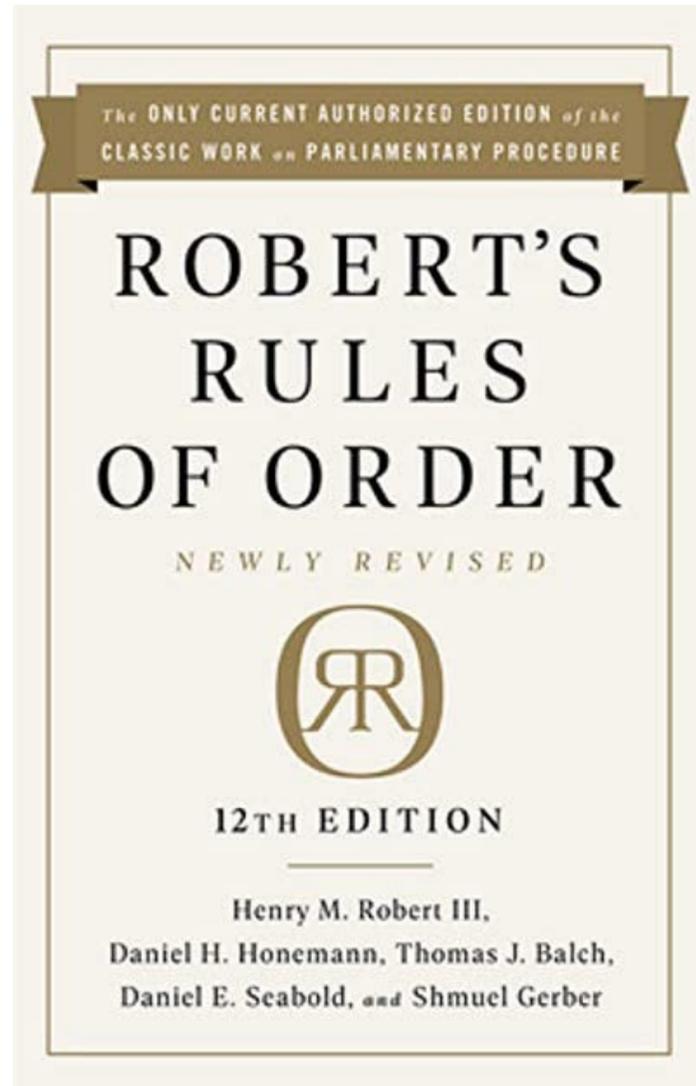
---

**Key to locations:** 1:1 to 63:40 = paragraphs (**bold number** = definition; *italic number* = SDCs);  
§1–§63 = sections; t1–t52 = page numbers in the Charts, Tables, and Lists

# Changes In The Text

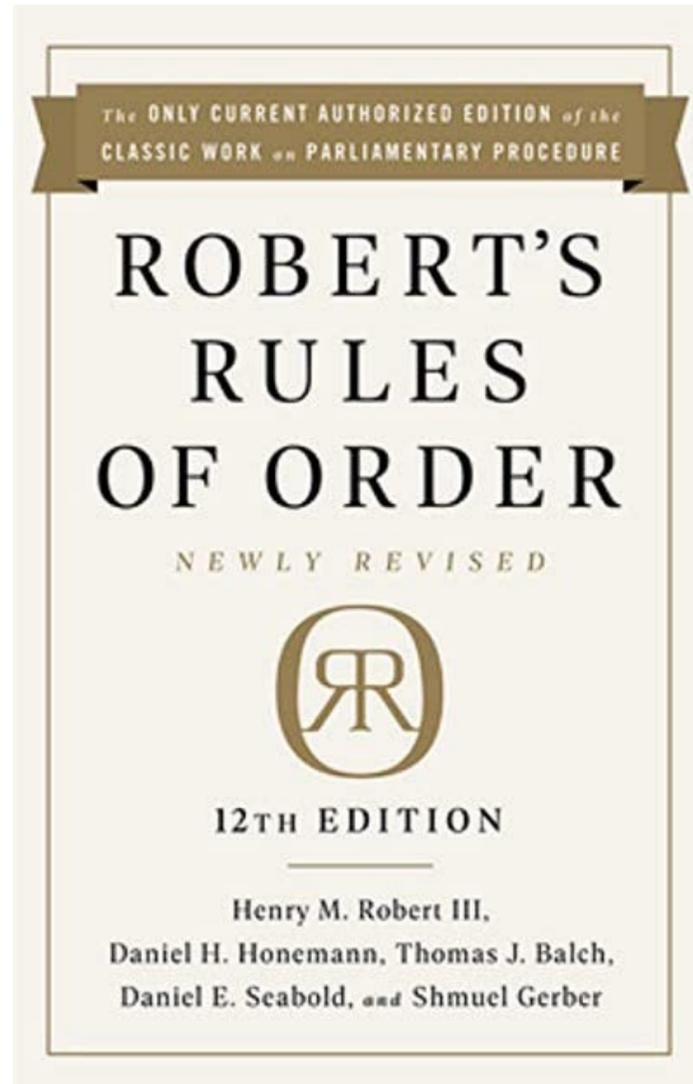


# Changes In The Text



## Clarification

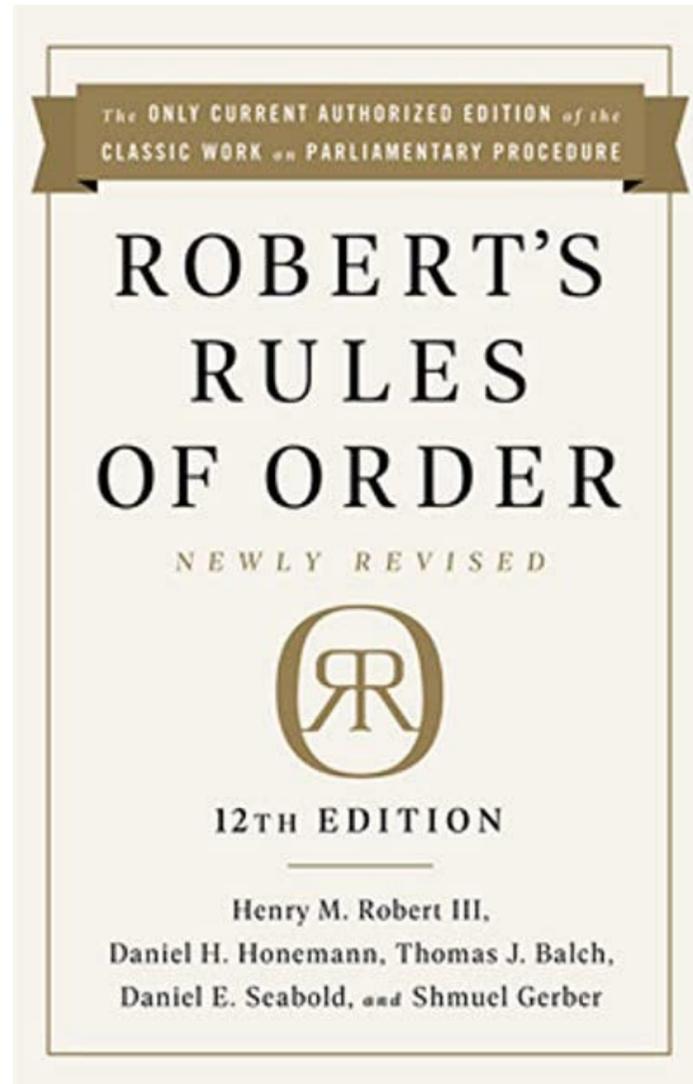
# Changes In The Text



Clarification

Explanation

# Changes In The Text

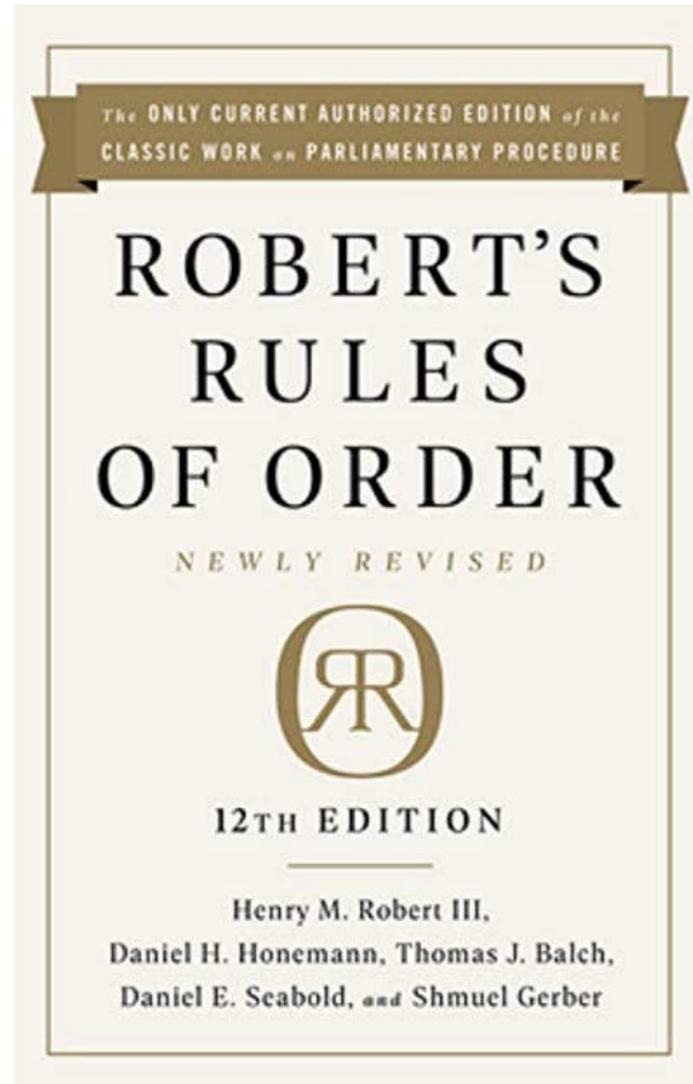


Clarification

Explanation

Compilation

# Changes In The Text



Text underlined in brown indicates text that was both in RONR (11th ed.) and remains in RONR (12th ed.).

Text underlined in blue indicates text that is new in RONR (12th ed.).

**ELECTRONIC  
VOTING  
MACHINES**

# RONR 11th Ed.

***ballot* = slips of paper on  
which the voter marks his vote**

**RONR (11th ed.), p. 412, ll. 13-14**

*RONR (12th ed.)*

45:18 Voting by Ballot. Voting by *ballot* (also known as *secret ballot*) is used when secrecy of the members' votes is desired. A ballot vote is a vote taken by instruments, such as slips of paper or electronic devices,<sup>3</sup> by which members can indicate their choices without revealing how individual members have voted. On a ballot vote in an election or other vote involving multiple possible choices, members are able to write in or fill in a vote for any eligible person or choice and are not confined to voting for or against candidates that appear on the ballot.

*RONR (12th ed.)*

45:18 Voting by Ballot. Voting by *ballot* (also known as *secret ballot*) is used when secrecy of the members' votes is desired. A ballot vote is a vote taken by instruments, such as slips of paper or electronic devices,<sup>3</sup> by which members can indicate their choices without revealing how individual members have voted. On a ballot vote in an election or other vote involving multiple possible choices, members are able to write in or fill in a vote for any eligible person or choice and are not confined to voting for or against candidates that appear on the ballot.

*RONR (12th ed.)*

45:18 Voting by Ballot. Voting by *ballot* (also known as *secret ballot*) is used when secrecy of the members' votes is desired. A ballot vote is a vote taken by instruments, such as slips of paper or electronic devices,<sup>3</sup> by which members can indicate their choices without revealing how individual members have voted. On a ballot vote in an election or other vote involving multiple possible choices, members are able to write in or fill in a vote for any eligible person or choice and are not confined to voting for or against candidates that appear on the ballot.

*RONR (12th ed.)*

45:42 **Electronic or Machine Voting.** In many organizations—especially in those comprising hundreds of voters—the process of verifying and counting votes is greatly simplified by the use of electronic or mechanical voting devices, such as handheld keypads or standalone voting machines. The use of such devices to conduct voting may be directed by a special rule of order or convention standing rule or, for a particular vote, by a motion relating to methods of voting and the polls (30). Their use to fulfill a ballot requirement in the bylaws may be directed in the same manner, provided that the devices meet the criteria for a ballot vote as stated in 45:18. Members must be able to indicate their choices without revealing how they have voted. If the devices are to be

## *RONR (12th ed.)*

**45:42 Electronic or Machine Voting.** In many organizations—especially in those comprising hundreds of voters—the process of verifying and counting votes is greatly simplified by the use of electronic or mechanical voting devices, such as handheld keypads or standalone voting machines. The use of such devices to conduct voting may be directed by a special rule of order or convention standing rule or, for a particular vote, by a motion relating to methods of voting and the polls (30). Their use to fulfill a ballot requirement in the bylaws may be directed in the same manner, provided that the devices meet the criteria for a ballot vote as stated in 45:18. Members must be able to indicate their choices without revealing how they have voted. If the devices are to be

*RONR (12th ed.)*

**45:42 Electronic or Machine Voting.** In many organizations—especially in those comprising hundreds of voters—the process of verifying and counting votes is greatly simplified by the use of electronic or mechanical voting devices, such as handheld keypads or standalone voting machines. The use of such devices to conduct voting may be directed by a special rule of order or convention standing rule or, for a particular vote, by a motion relating to methods of voting and the polls (30). Their use to fulfill a ballot requirement in the bylaws may be directed in the same manner, provided that the devices meet the criteria for a ballot vote as stated in 45:18. Members must be able to indicate their choices without revealing how they have voted. If the devices are to be

*RONR (12th ed.)*

without revealing how they have voted. If the devices are to be used for an election, provision must be made to allow voters to cast write-in votes. If the devices are to be used to conduct voting on several questions or several independent offices simultaneously, then they must be programmed to allow the number of votes cast for purposes of computing the majority to be tallied independently for each question or office (see 45:36).

*RONR (12th ed.)*

without revealing how they have voted. If the devices are to be used for an election, provision must be made to allow voters to cast write-in votes. If the devices are to be used to conduct voting on several questions or several independent offices simultaneously, then they must be programmed to allow the number of votes cast for purposes of computing the majority to be tallied independently for each question or office (see 45:36).

# TERM OF OFFICE

*RONR (12th ed.)*

56:27     The length of the terms of office should be prescribed; and unless the terms are to begin at the instant the chair declares each officer elected, the time when they are to begin must be specified. When the bylaws specify the number of years in a term of office, it is understood that the actual term may be more or less than a whole number of calendar years, owing to permissible variation in the dates on which successive elections are scheduled. For example, suppose that the bylaws provide that

*RONR (12th ed.)*

56:27

The length of the terms of office should be prescribed; and unless the terms are to begin at the instant the chair declares each officer elected, the time when they are to begin must be specified. When the bylaws specify the number of years in a term of office, it is understood that the actual term may be more or less than a whole number of calendar years, owing to permissible variation in the dates on which successive elections are scheduled. For example, suppose that the bylaws provide that

# CHANGING ONE'S VOTE

*RONR (12th ed.)*

45:8 Changing One's Vote.

a member has a right to change his vote up to the time the result is announced but afterward can make the change only by the unanimous consent of the assembly requested and granted, without debate, immediately following the chair's announcement of the result of the vote (see below).

*RONR (12th ed.)*

45:8 **Changing One's Vote.** Except when the vote has been taken by ballot (or some other method that provides secrecy), a member has a right to change his vote up to the time the result is announced but afterward can make the change only by the unanimous consent of the assembly requested and granted, without debate, immediately following the chair's announcement of the result of the vote (see below).

**NEGATIVE VOTE NOT  
TAKEN WHEN BASED ON  
MEMBERS PRESENT**

*RONR (12th ed.)*

44:9

- a) Voting requirements based on the number of members present—a majority of those present, two thirds of those present, etc.—while possible, are generally undesirable. Since an abstention in such cases has the same effect as a negative vote, these bases deny members the right to maintain a neutral position by abstaining. For the same reason, members present who fail to vote through indifference rather than through deliberate neutrality may affect the result negatively. When such a vote is required, however, the chair must count those present immediately after the affirmative vote is taken, before any change can take place in attendance. The negative vote is not taken, since it is intrinsically irrelevant to determining whether the motion is adopted. (See 4:35.)

*RONR (12th ed.)*

44:9

- a) Voting requirements based on the number of members present—a majority of those present, two thirds of those present, etc.—while possible, are generally undesirable. Since an abstention in such cases has the same effect as a negative vote, these bases deny members the right to maintain a neutral position by abstaining. For the same reason, members present who fail to vote through indifference rather than through deliberate neutrality may affect the result negatively. When such a vote is required, however, the chair must count those present immediately after the affirmative vote is taken, before any change can take place in attendance. The negative vote is not taken, since it is intrinsically irrelevant to determining whether the motion is adopted. (See 4:35.)

**RECONSIDERATION  
WHEN NEGATIVE VOTE  
IS NOT TAKEN**

*RONR (12th ed.)*

*37:10*

A member who voted by ballot may make the motion if he is willing to waive the secrecy of his ballot. If the motion to be reconsidered was adopted by unanimous consent, all the members present at the time of the adoption are in the same position as if they had voted on the prevailing side and qualify to move to reconsider. Similarly, if a motion was lost but the negative vote was not taken because it was intrinsically irrelevant (see 44:9(a)), the members present at the time who did not vote in favor qualify to move to reconsider.

*RONR (12th ed.)*

37:10

A member who voted by ballot may make the motion if he is willing to waive the secrecy of his ballot. If the motion to be reconsidered was adopted by unanimous consent, all the members present at the time of the adoption are in the same position as if they had voted on the prevailing side and qualify to move to reconsider. Similarly, if a motion was lost but the negative vote was not taken because it was intrinsically irrelevant (see 44:9(a)), the members present at the time who did not vote in favor qualify to move to reconsider.

**FURTHER NOMINATIONS  
AT ELECTION SESSION**

*RONR (12th ed.)*

31:6      When for any reason it is desired to reopen nominations, this can be done by a majority vote. The closing of nominations—whether or not a formal motion to close them has been adopted—does not limit the making of further nominations at a later session at which the election is held (see also 46:6).

*RONR (12th ed.)*

31:6 When for any reason it is desired to reopen nominations, this can be done by a majority vote. The closing of nominations—whether or not a formal motion to close them has been adopted—does not limit the making of further nominations at a later session at which the election is held (see also 46:6).

*RONR (12th ed.)*

46:6 Nominations from the Floor. Under the procedure of nominations from the floor, the chair calls for nominations at the time established by rule or custom of the organization or assembly—which may be while the election is pending or earlier, but in any case is subsequent to the report of the nominating committee if there is such a committee. Unless the bylaws or a special rule of order provides otherwise, the chair must call for further nominations at the session at which the election is held even if nominations were called for at a previous session. A member

*RONR (12th ed.)*

46:6 Nominations from the Floor. Under the procedure of nominations from the floor, the chair calls for nominations at the time established by rule or custom of the organization or assembly—which may be while the election is pending or earlier, but in any case is subsequent to the report of the nominating committee if there is such a committee. Unless the bylaws or a special rule of order provides otherwise, the chair must call for further nominations at the session at which the election is held even if nominations were called for at a previous session. A member

*RONR (12th ed.)*

46:18 Call by the chair for further nominations from the floor. After the nominating committee has presented its report and before voting for the different offices takes place, the chair must call for further nominations from the floor. This is another stage of nomination and election procedure for which a number of details should be established by rule or custom of the particular organization. In many organizations, nominations from the floor are called for immediately after the presentation of the nominating committee's report—while the election is pending or earlier. Note that the chair must call for further nominations at the session at which the election is held even if nominations from the floor were called for at a previous session. When the calling for nominations from the floor is about

*RONR (12th ed.)*

46:18 Call by the chair for further nominations from the floor. After the nominating committee has presented its report and before voting for the different offices takes place, the chair must call for further nominations from the floor. This is another stage of nomination and election procedure for which a number of details should be established by rule or custom of the particular organization. In many organizations, nominations from the floor are called for immediately after the presentation of the nominating committee's report—while the election is pending or earlier. Note that the chair must call for further nominations at the session at which the election is held even if nominations from the floor were called for at a previous session. When the calling for nominations from the floor is about

**ELECTION TO  
MULTIPLE OFFICES  
ON ONE BALLOT**

*RONR (12th ed.)*

46:31 When voting for multiple offices by a single ballot, the members are not able to take the result for one office into account when voting for another office. For this reason, a candidate is never deemed elected to more than one office by a single ballot unless the motion or rules governing the election specifically provide for such simultaneous election. When there is no such provision, a candidate who receives a majority for more than one office on a single ballot must, if present, choose which one of the offices he will accept; if he is absent, the assembly decides by a ballot vote the office to be assigned to him. This question, which is debatable, requires a majority vote for adoption. The assembly then ballots again to fill the other office(s). (The assembly is free, however, to elect the same person to another office on a subsequent ballot, unless the bylaws prohibit a person from holding both offices simultaneously.)

*RONR (12th ed.)*

46:31 When voting for multiple offices by a single ballot, the members are not able to take the result for one office into account when voting for another office. For this reason, a candidate is never deemed elected to more than one office by a single ballot unless the motion or rules governing the election specifically provide for such simultaneous election. When there is no such provision, a candidate who receives a majority for more than one office on a single ballot must, if present, choose which one of the offices he will accept; if he is absent, the assembly decides by a ballot vote the office to be assigned to him. This question, which is debatable, requires a majority vote for adoption. The assembly then ballots again to fill the other office(s). (The assembly is free, however, to elect the same person to another office on a subsequent ballot, unless the bylaws prohibit a person from holding both offices simultaneously.)

***RONR (12th ed.)***

**46:31** When voting for multiple offices by a single ballot, the members are not able to take the result for one office into account when voting for another office. For this reason, a candidate is never deemed elected to more than one office by a single ballot unless the motion or rules governing the election specifically provide for such simultaneous election. When there is no such provision, a candidate who receives a majority for more than one office on a single ballot must, if present, choose which one of the offices he will accept; if he is absent, the assembly decides by a ballot vote the office to be assigned to him. This question, which is debatable, requires a majority vote for adoption. The assembly then ballots again to fill the other office(s). (The assembly is free, however, to elect the same person to another office on a subsequent ballot, unless the bylaws prohibit a person from holding both offices simultaneously.)

**ELECTING MULTIPLE  
IDENTICAL OFFICES**

## ***RONR (12th ed.)***

46:33

In an election of members of a board or committee in which votes are cast in one section of the ballot for multiple positions on the board or committee, every ballot with a vote in that section for one or more candidates is counted as one vote cast, and a candidate must receive a majority of the total of such votes to be elected. If more candidates receive such a majority vote than there are positions to fill, then the chair declares the candidates elected in order of their vote totals, starting with the candidate who received the largest number of votes and continuing until every position is filled. If, during this process, a tie arises involving more candidates than there are positions remaining to be filled, then the candidates who are tied, as well as all other nominees not yet elected, remain as candidates for the repeated balloting necessary to fill the remaining position(s). Similarly, if the number of candidates receiving the necessary majority vote is less than the number of positions to be filled, those who have a majority are declared elected, and all other nominees remain as candidates on the next ballot.

## *RONR (12th ed.)*

46:33

In an election of members of a board or committee in which votes are cast in one section of the ballot for multiple positions on the board or committee, every ballot with a vote in that section for one or more candidates is counted as one vote cast, and a candidate must receive a majority of the total of such votes to be elected. If more candidates receive such a majority vote than there are positions to fill, then the chair declares the candidates elected in order of their vote totals, starting with the candidate who received the largest number of votes and continuing until every position is filled. If, during this process, a tie arises involving more candidates than there are positions remaining to be filled, then the candidates who are tied, as well as all other nominees not yet elected, remain as candidates for the repeated balloting necessary to fill the remaining position(s). Similarly, if the number of candidates receiving the necessary majority vote is less than the number of positions to be filled, those who have a majority are declared elected, and all other nominees remain as candidates on the next ballot.

## *RONR (12th ed.)*

46:33 In an election of members of a board or committee in which votes are cast in one section of the ballot for multiple positions on the board or committee, every ballot with a vote in that section for one or more candidates is counted as one vote cast, and a candidate must receive a majority of the total of such votes to be elected. If more candidates receive such a majority vote than there are positions to fill, then the chair declares the candidates elected in order of their vote totals, starting with the candidate who received the largest number of votes and continuing until every position is filled. If, during this process, a tie arises involving more candidates than there are positions remaining to be filled, then the candidates who are tied, as well as all other nominees not yet elected, remain as candidates for the repeated balloting necessary to fill the remaining position(s). Similarly, if the number of candidates receiving the necessary majority vote is less than the number of positions to be filled, those who have a majority are declared elected, and all other nominees remain as candidates on the next ballot.

## *RONR (12th ed.)*

46:33 In an election of members of a board or committee in which votes are cast in one section of the ballot for multiple positions on the board or committee, every ballot with a vote in that section for one or more candidates is counted as one vote cast, and a candidate must receive a majority of the total of such votes to be elected. If more candidates receive such a majority vote than there are positions to fill, then the chair declares the candidates elected in order of their vote totals, starting with the candidate who received the largest number of votes and continuing until every position is filled. If, during this process, a tie arises involving more candidates than there are positions remaining to be filled, then the candidates who are tied, as well as all other nominees not yet elected, remain as candidates for the repeated balloting necessary to fill the remaining position(s). Similarly, if the number of candidates receiving the necessary majority vote is less than the number of positions to be filled, those who have a majority are declared elected, and all other nominees remain as candidates on the next ballot.

*RONR (12th ed.)*

46:34 If the multiple positions have varying terms (as may happen when terms are staggered or there is an election to fill the remainder of an unexpired term) and the differing term lengths have not been assigned different sections of the ballot, the longer terms are allocated among those receiving a majority vote in the order in which they obtain greater numbers of votes. If there is a tie, the tied candidates may agree which of them will take a longer term; if they do not agree, the question is put to a vote on the next ballot.

*RONR (12th ed.)*

46:34 If the multiple positions have varying terms (as may happen when terms are staggered or there is an election to fill the remainder of an unexpired term) and the differing term lengths have not been assigned different sections of the ballot, the longer terms are allocated among those receiving a majority vote in the order in which they obtain greater numbers of votes. If there is a tie, the tied candidates may agree which of them will take a longer term; if they do not agree, the question is put to a vote on the next ballot.

*RONR (12th ed.)*

46:34

If the multiple positions have varying terms (as may happen when terms are staggered or there is an election to fill the remainder of an unexpired term) and the differing term lengths have not been assigned different sections of the ballot, the longer terms are allocated among those receiving a majority vote in the order in which they obtain greater numbers of votes. If there is a tie, the tied candidates may agree which of them will take a longer term; if they do not agree, the question is put to a vote on the next ballot.

*RONR (12th ed.)*

46:34

If the multiple positions have varying terms (as may happen when terms are staggered or there is an election to fill the remainder of an unexpired term) and the differing term lengths have not been assigned different sections of the ballot, the longer terms are allocated among those receiving a majority vote in the order in which they obtain greater numbers of votes. If there is a tie, the tied candidates may agree which of them will take a longer term; if they do not agree, the question is put to a vote on the next ballot.

*RONR (12th ed.)*

46:34 If the multiple positions have varying terms (as may happen when terms are staggered or there is an election to fill the remainder of an unexpired term) and the differing term lengths have not been assigned different sections of the ballot, the longer terms are allocated among those receiving a majority vote in the order in which they obtain greater numbers of votes. If there is a tie, the tied candidates may agree which of them will take a longer term; if they do not agree, the question is put to a vote on the next ballot.

**COMPLETION OF  
ELECTION**

*RONR (12th ed.)*

46:44 Providing for Completion of an Election. An election should be completed at the session at which it is taken up, unless it is impossible or impractical to do so. If an assembly wishes to adjourn when an election is incomplete, an adjourned meeting (9) should therefore be provided for. If such an adjourned meeting is not provided for and the organization will hold another regular business session before a quarterly time interval has elapsed (see 9:7), the election is taken up automatically at the next regular meeting. (Cf. 14:12.)

“completed” *used in RONR (11th ed.)*

*RONR (12th ed.)*

46:45

If, for any reason, the assembly does not complete an election at the time for which it was scheduled, it should do so as soon as possible and may do so at any time until the expiration of the term the election is to fill. In the meantime, if the term of office extends until a successor is elected (see 56:28–30) failure to complete an election leaves the incumbent, if any, in office. Otherwise, a vacancy in office arises (see 47:57–58 for procedures for filling vacancies). Once the election is completed, however, the person elected replaces anyone who filled the vacancy. Failure to hold or to complete an election at the scheduled time does not deprive the membership of its right to elect an officer of its choice.

*RONR (12th ed.)*

46:45 If, for any reason, the assembly does not complete an election at the time for which it was scheduled, it should do so as soon as possible and may do so at any time until the expiration of the term the election is to fill. In the meantime, if the term of office extends until a successor is elected (see 56:28–30) failure to complete an election leaves the incumbent, if any, in office. Otherwise, a vacancy in office arises (see 47:57–58 for procedures for filling vacancies). Once the election is completed, however, the person elected replaces anyone who filled the vacancy. Failure to hold or to complete an election at the scheduled time does not deprive the membership of its right to elect an officer of its choice.

*RONR (12th ed.)*

46:45 If, for any reason, the assembly does not complete an election at the time for which it was scheduled, it should do so as soon as possible and may do so at any time until the expiration of the term the election is to fill. In the meantime, if the term of office extends until a successor is elected (see 56:28–30) failure to complete an election leaves the incumbent, if any, in office. Otherwise, a vacancy in office arises (see 47:57–58 for procedures for filling vacancies). Once the election is completed, however, the person elected replaces anyone who filled the vacancy. Failure to hold or to complete an election at the scheduled time does not deprive the membership of its right to elect an officer of its choice.

*RONR (12th ed.)*

46:45 If, for any reason, the assembly does not complete an election at the time for which it was scheduled, it should do so as soon as possible and may do so at any time until the expiration of the term the election is to fill. In the meantime, if the term of office extends until a successor is elected (see 56:28–30) failure to complete an election leaves the incumbent, if any, in office. Otherwise, a vacancy in office arises (see 47:57–58 for procedures for filling vacancies). Once the election is completed, however, the person elected replaces anyone who filled the vacancy. Failure to hold or to complete an election at the scheduled time does not deprive the membership of its right to elect an officer of its choice.

**NOTICE OF BYLAW  
AMENDMENT  
AS GENERAL ORDER**

**REMOVED FROM 12TH ED. [57:14]**

**“When notice has been given of a bylaw amendment, it becomes a general order for the meeting at which it is to be considered.”**

**RONR (11th ed.), p. 596, ll. 25-27**

# CONSIDERATION OF REVISION

*RONR (12th ed.)*

57:5

case of any other bylaw amendment, the old document is not pending; and therefore, while the revision can be rejected altogether, leaving the old bylaws intact, the old document cannot be altered with a view to retaining it in a changed form. Consideration of a revision of the bylaws is in order only when prepared by a committee that has been properly authorized to draft it either by the membership or by an executive board that has the power to refer such matters to a committee.<sup>2</sup>

*RONR (12th ed.)*

57:5

case of any other bylaw amendment, the old document is not pending; and therefore, while the revision can be rejected altogether, leaving the old bylaws intact, the old document cannot be altered with a view to retaining it in a changed form. Consideration of a revision of the bylaws is in order only when prepared by a committee that has been properly authorized to draft it either by the membership or by an executive board that has the power to refer such matters to a committee.<sup>2</sup>

## *RONR (12th ed.)*

- 
2. A proposal to substitute a new set of bylaws that is submitted by anyone other than such an authorized committee is not improper, but it is not treated as a general revision. In such a case, only changes within the scope of those contained in the substitute can be considered, as described in the previous paragraph (57:4).

**BOARD MINUTES**

*RONR (12th ed.)*

49:17 A record of the board's proceedings is kept by the secretary, just as in any other assembly. Only members of the board have the right to examine the minute book kept by the secretary (cf. 47:36), unless the board orders otherwise (see next paragraph). Board members are, however, free to share the content of the minutes with others, except for any content protected by the secrecy of an executive session that has not been lifted (see 9:26–27).

“should be” *used in RONR (11th ed.)*

*RONR (12th ed.)*

49:17 A record of the board's proceedings is kept by the secretary, just as in any other assembly. Only members of the board have the right to examine the minute book kept by the secretary (cf. 47:36), unless the board orders otherwise (see next paragraph). Board members are, however, free to share the content of the minutes with others, except for any content protected by the secrecy of an executive session that has not been lifted (see 9:26–27).

“These minutes are accessible only to the members of the board unless the board grants permission to a member of the society to inspect them, or unless the society by a two-thirds vote (or the vote of a majority of the total membership, or a majority vote if previous notice is given) orders the board's minutes to be produced and read to the society's assembly.” - RONR (11th ed.), p. 487, ll. 14-20

*RONR (12th ed.)*

49:17 A record of the board's proceedings is kept by the secretary, just as in any other assembly. Only members of the board have the right to examine the minute book kept by the secretary (cf. 47:36), unless the board orders otherwise (see next paragraph). Board members are, however, free to share the content of the minutes with others, except for any content protected by the secrecy of an executive session that has not been lifted (see 9:26–27).

*RONR (12th ed.)*

49:18      The board can order that any specified person(s)—including, for example, all members of the society—be permitted to view, or be furnished with copies of, board minutes. A motion to do so is an incidental main motion, which can be adopted by a majority vote if the minutes are not protected by executive-session secrecy. If they are protected by such secrecy, the motion requires a two-thirds vote, the vote of a majority of the entire membership of the board, or a majority vote if previous notice has been given.

*RONR (12th ed.)*

49:18 The board can order that any specified person(s)—including, for example, all members of the society—be permitted to view, or be furnished with copies of, board minutes. A motion to do so is an incidental main motion, which can be adopted by a majority vote if the minutes are not protected by executive-session secrecy. If they are protected by such secrecy, the motion requires a two-thirds vote, the vote of a majority of the entire membership of the board, or a majority vote if previous notice has been given.

*RONR (12th ed.)*

49:19      Whether or not board minutes are protected by the secrecy of an executive session, the assembly of the society can adopt a motion granting such permission, or can order that the board's minutes be produced and read at a meeting of the assembly, by a two-thirds vote, the vote of a majority of the entire membership of the assembly, or a majority vote if previous notice has been given.

**REMEDY FOR  
BOARD ACTION**

## *RONR (12th ed.)*

**23:9 Remedy When Action Taken by an Executive Board Is Null and Void.** If the executive board of a society takes action that exceeds the board's instructions or authority, that conflicts with a decision made by the assembly of the society, or that falls under any of the categories listed in 23:6, a point of order can be raised at a board meeting at any time during the continuance of the breach. If the point of order is sustained, the action must be declared null and void. Alternatively, the society's assembly can adopt an incidental main motion by majority vote declaring that the board's action is null and void; or, if it is affecting business at a meeting of the assembly, the board's action can be declared null and void by a ruling of the chair relating to the affected business or on a relevant point of order raised by a member. It is also possible for the assembly to bring disci-

## *RONR (12th ed.)*

**23:9 Remedy When Action Taken by an Executive Board Is Null and Void.** If the executive board of a society takes action that exceeds the board's instructions or authority, that conflicts with a decision made by the assembly of the society, or that falls under any of the categories listed in 23:6, a point of order can be raised at a board meeting at any time during the continuance of the breach. If the point of order is sustained, the action must be declared null and void. Alternatively, the society's assembly can adopt an incidental main motion by majority vote declaring that the board's action is null and void; or, if it is affecting business at a meeting of the assembly, the board's action can be declared null and void by a ruling of the chair relating to the affected business or on a relevant point of order raised by a member. It is also possible for the assembly to bring disci-

*RONR (12th ed.)*

23:9

a member. It is also possible for the assembly to bring disciplinary measures against the board members who voted for the improper action. If the assembly finds itself in sympathy with the board's action and the action is one that that assembly could have authorized in advance, the assembly can instead ratify the action as explained in 10:54–57.

*RONR (12th ed.)*

23:9

a member. It is also possible for the assembly to bring disciplinary measures against the board members who voted for the improper action. If the assembly finds itself in sympathy with the board's action and the action is one that that assembly could have authorized in advance, the assembly can instead ratify the action as explained in 10:54–57.

**SECRECY OF  
EXECUTIVE  
SESSION**

*RONR (12th ed.)*

9:26 **Rules Relating to the Secrecy of an Executive Session.** The general rule is that anything that occurs in executive session may not be divulged to nonmembers (except any entitled to attend). However, action taken, as distinct from that which was said in debate, may be divulged to the extent—and only to the extent—necessary to carry it out. For example, if during executive session a member is expelled or an officer is removed from office, that fact may be disclosed to the extent described in 63:3. If the assembly wishes to further lift the secrecy of action taken in an executive session, it may adopt a motion to do so, which is a motion to *Amend Something Previously Adopted* (35). In making or debating such a motion, the members must be careful, if the assembly is not in executive session, to preserve the existing secrecy.

## *RONR (12th ed.)*

9:26 **Rules Relating to the Secrecy of an Executive Session.** The general rule is that anything that occurs in executive session may not be divulged to nonmembers (except any entitled to attend). However, action taken, as distinct from that which was said in debate, may be divulged to the extent—and only to the extent—necessary to carry it out. For example, if during executive session a member is expelled or an officer is removed from office, that fact may be disclosed to the extent described in 63:3. If the assembly wishes to further lift the secrecy of action taken in an executive session, it may adopt a motion to do so, which is a motion to *Amend Something Previously Adopted* (35). In making or debating such a motion, the members must be careful, if the assembly is not in executive session, to preserve the existing secrecy.

## *RONR (12th ed.)*

9:26 **Rules Relating to the Secrecy of an Executive Session.** The general rule is that anything that occurs in executive session may not be divulged to nonmembers (except any entitled to attend). However, action taken, as distinct from that which was said in debate, may be divulged to the extent—and only to the extent—necessary to carry it out. For example, if during executive session a member is expelled or an officer is removed from office, that fact may be disclosed to the extent described in 63:3. If the assembly wishes to further lift the secrecy of action taken in an executive session, it may adopt a motion to do so, which is a motion to *Amend Something Previously Adopted* (35). In making or debating such a motion, the members must be careful, if the assembly is not in executive session, to preserve the existing secrecy.

**BASE FOR  
QUORUM AT  
CONVENTION**

*RONR (12th ed.)*

59:26      The Credentials Committee’s master roll of currently registered voting members of the convention must be maintained at all times in such a way that their exact number can be promptly determined. Accuracy of the list of registrants is essential, since it may affect the outcome of elections or closely contested issues. If the bylaws or the convention’s standing rules do not prescribe a quorum (**40**)—which they should do—the quorum is a majority of the number of voting members who have actually registered at the convention as in attendance, irrespective of whether some may have departed.

“should” *used in RONR (11th ed.)*

*RONR (12th ed.)*

59:26 The Credentials Committee's master roll of currently registered voting members of the convention must be maintained at all times in such a way that their exact number can be promptly determined. Accuracy of the list of registrants is essential, since it may affect the outcome of elections or closely contested issues. If the bylaws or the convention's standing rules do not prescribe a quorum (40)—which they should do—the quorum is a majority of the number of voting members who have actually registered at the convention as in attendance, irrespective of whether some may have departed.

**FILLING  
BLANKS**

*RONR (12th ed.)*

*12:98* **Debate on the Suggestions.** Proposals to fill a blank in a debatable motion are debatable. When there is no response to the chair's call for further suggestions, the chair asks, "Are you ready for the question?" or "Is there any debate?" To speak in debate, a member must first be recognized by the chair. The member may then speak in favor of or against a suggestion made previously or make a new suggestion and speak in favor of it.

*RONR (12th ed.)*

12:98 **Debate on the Suggestions.** Proposals to fill a blank in a debatable motion are debatable. When there is no response to the chair's call for further suggestions, the chair asks, "Are you ready for the question?" or "Is there any debate?" To speak in debate, a member must first be recognized by the chair. The member may then speak in favor of or against a suggestion made previously or make a new suggestion and speak in favor of it.

*RONR (12th ed.)*

12:99 As a consequence of the rules stated in the preceding paragraphs, debate on the comparative merits of the different suggestions may take place both concurrently with the making of suggestions and after all suggestions have been made. In any event, in this debate the underlying question is that of choosing the suggestion(s) that shall fill the blank, and each member is therefore permitted to speak no more than twice per day on that question, regardless of the number of suggestions made. When no further suggestions are offered, and there is no further debate, a vote is taken on the suggestions, as described below.

*RONR (12th ed.)*

12:99 As a consequence of the rules stated in the preceding paragraphs, debate on the comparative merits of the different suggestions may take place both concurrently with the making of suggestions and after all suggestions have been made. In any event, in this debate the underlying question is that of choosing the suggestion(s) that shall fill the blank, and each member is therefore permitted to speak no more than twice per day on that question, regardless of the number of suggestions made. When no further suggestions are offered, and there is no further debate, a vote is taken on the suggestions, as described below.

*RONR (12th ed.)*

12:96

amounts for filling the blank. A member need not be recognized by the chair to make a suggestion unless he or she wishes to speak in debate on it at the same time (see below). No second is required. As soon as a member has made a suggestion (or, if the member had obtained the floor, as soon as the member has yielded the floor), the chair repeats the member's suggestion and calls for further suggestions.



**DEBATE ON  
NOMINATIONS**

*RONR (12th ed.)*

46:6 Nominations from the Floor. Under the procedure of nominations from the floor, the chair calls for nominations at the time established by rule or custom of the organization or assembly—which may be while the election is pending or earlier, but in any case is subsequent to the report of the nominating committee if there is such a committee. Unless the bylaws or a special rule of order provides otherwise, the chair must call for further nominations at the session at which the election is held even if nominations were called for at a previous session. A member need not be recognized by the chair to make a nomination unless he or she wishes to speak in debate on it at the same time (see 46:27–29). In a large meeting or convention a member

*RONR (12th ed.)*

46:6 Nominations from the Floor. Under the procedure of nominations from the floor, the chair calls for nominations at the time established by rule or custom of the organization or assembly—which may be while the election is pending or earlier, but in any case is subsequent to the report of the nominating committee if there is such a committee. Unless the bylaws or a special rule of order provides otherwise, the chair must call for further nominations at the session at which the election is held even if nominations were called for at a previous session. A member need not be recognized by the chair to make a nomination unless he or she wishes to speak in debate on it at the same time (see 46:27–29). In a large meeting or convention a member

*RONR (12th ed.)*

46:6 Nominations from the Floor. Under the procedure of nominations from the floor, the chair calls for nominations at the time established by rule or custom of the organization or assembly—which may be while the election is pending or earlier, but in any case is subsequent to the report of the nominating committee if there is such a committee. Unless the bylaws or a special rule of order provides otherwise, the chair must call for further nominations at the session at which the election is held even if nominations were called for at a previous session. A member need not be recognized by the chair to make a nomination unless he or she wishes to speak in debate on it at the same time (see 46:27–29). In a large meeting or convention a member

*RONR (12th ed.)*

46:27 Debate on Nominations. In large conventions, nominations are sometimes accompanied by a speech advocating the nominee's election. The nomination may then be seconded by one or more members also making speeches. In ordinary societies, however, such speeches are less common.

*RONR (12th ed.)*

46:27 **Debate on Nominations.** In large conventions, nominations are sometimes accompanied by a speech advocating the nominee's election. The nomination may then be seconded by one or more members also making speeches. In ordinary societies, however, such speeches are less common.

**In This Context,  
“Nominating Speech”  
And “Seconding Speech”  
Are Just Other Terms For  
“DEBATE”**

*RONR (12th ed.)*

46:28      To give a nominating or seconding speech, a member must first be recognized by the chair while the floor is open for nominations. The member may then nominate a candidate and, without waiting for the chair to state the nomination, speak in favor of the candidate, or he or she may speak in favor of a candidate who was nominated previously. If candidates are members of the organization, speakers must exercise caution to avoid making any personal criticisms of them in debate. Rather than attacking a nominee, a speaker may advocate the election of a rival candidate. By a two-thirds vote, the assembly may adopt a motion limiting debate to any extent desired (**15**).

*RONR (12th ed.)*

46:28 To give a nominating or seconding speech, a member must first be recognized by the chair while the floor is open for nominations. The member may then nominate a candidate and, without waiting for the chair to state the nomination, speak in favor of the candidate, or he or she may speak in favor of a candidate who was nominated previously. If candidates are members of the organization, speakers must exercise caution to avoid making any personal criticisms of them in debate. Rather than attacking a nominee, a speaker may advocate the election of a rival candidate. By a two-thirds vote, the assembly may adopt a motion limiting debate to any extent desired (**15**).

*RONR (12th ed.)*

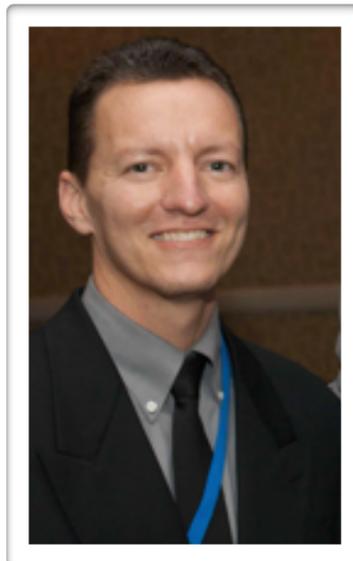
46:28 To give a nominating or seconding speech, a member must first be recognized by the chair while the floor is open for nominations. The member may then nominate a candidate and, without waiting for the chair to state the nomination, speak in favor of the candidate, or he or she may speak in favor of a candidate who was nominated previously. If candidates are members of the organization, speakers must exercise caution to avoid making any personal criticisms of them in debate. Rather than attacking a nominee, a speaker may advocate the election of a rival candidate. By a two-thirds vote, the assembly may adopt a motion limiting debate to any extent desired (15).

*RONR (12th ed.)*

46:28 To give a nominating or seconding speech, a member must first be recognized by the chair while the floor is open for nominations. The member may then nominate a candidate and, without waiting for the chair to state the nomination, speak in favor of the candidate, or he or she may speak in favor of a candidate who was nominated previously. If candidates are members of the organization, speakers must exercise caution to avoid making any personal criticisms of them in debate. Rather than attacking a nominee, a speaker may advocate the election of a rival candidate. By a two-thirds vote, the assembly may adopt a motion limiting debate to any extent desired (15).

Changes to  
*Robert's Rules of Order*  
in the 12th Edition

By Tim Wynn, PRP



**Tim Wynn, PRP  
President  
Perfect Rules Inc.**

[PerfectRules.com](http://PerfectRules.com)

[Tim@PerfectRules.com](mailto:Tim@PerfectRules.com)