

Nancy Sylvester, MA, PRP, CPP-T

Professional Registered Parliamentarian
Certified Professional Parliamentarian
Professional Speaker/Trainer/Mentor

4826 River Bluff Court
Loves Park, IL 61111

Business & Fax: 815.877.5290
Home: 815.877.2666
nancy@nancysylvester.com

nancysylvester.com

SCRIPT: MOTION TO LAY ON THE TABLE

"Motion A" is pending

Member: I move to lay the motion on the table.

Chair: For what purpose does the member seek to lay the motion on the table? [If it is a legitimate request, proceed. If not, the motion should be called out of order. If you call it out of order, try to tell the member how to do what they want to do.]

Chair: Is there a second to the motion? [This statement is eliminated if a member calls out "second".]

2nd member: I second the motion.

Chair: It is moved and seconded to lay the question on the table. This is not a debatable motion.

The question is on the adoption of the motion to lay Motion A on the table.
This motion requires a majority vote.

All those in favor, say aye. [Pause for response]

All those opposed, say no.

The affirmative has it, the motion is adopted, "Motion A" is laid on the table.

or

The negative has it, the motion is lost and we will continue discussing "Motion A". Is there any further discussion?

RULES FOR THE MOTION TO LAY ON THE TABLE

- Needs a second
- Is not debatable
- Is not amendable
- Needs a majority vote