



ICYPAA

International Conference of Young People in Alcoholics Anonymous
P.O. BOX 22987, DENVER, CO 80222 WWW.ICYPAA.ORG

International Conference of Young People In Alcoholics Anonymous, Inc. Motions and Voting Procedures

1. The informed group conscience of the Advisory Council shall be the ultimate authority, having the ability to discuss, motion, and vote on any matter.
 - a. All decisions should be reached after a discussion with an informed group conscience and, whenever possible, with substantial unanimity.
2. A simple majority vote is required to pass each motion, unless the action affects the Advisory Council Bylaws, Facts, Aims and Purposes, Bidding Requirements, or Host Committee Responsibilities, in which case a 2/3 majority is required for the motion to pass.
 - a. Votes are calculated by voice or a show of hands, except for elections.
 - b. When determining a two thirds (2/3) majority, the calculated amount is always rounded up to the next whole number.
3. The Chair may not make motions, second them, or vote.
 - a. The only exception to this rule is that the Chair may vote by ballot in Third Legacy elections and the Site Selection procedure.
4. Moving to Motion
 - a. A motion is a proposal that the entire membership take action on an issue. Original motions may yield to subsidiary motions such as amendments and procedural motions.
 - b. In order for a motion to be discussed and voted upon, it must be seconded by another member of the Advisory Council.
 - i. If there is no second to a motion, it is lost.
 - ii. It is generally not advisable to second a motion to simply get on with the discussion. The better course is to wait for the motion to fail without a second and then make a new motion. This avoids the problem of having to overly amend a motion that is not effectively worded in the first place.
 - c. Motions may also be proposed by a committee. Motions from committee do not require a second.
 - d. Motions may be withdrawn by the member making the motion at any time prior to the vote.
5. Discussing a Motion
 - a. Prior to discussion, the Chairperson will open the floor for questions and requests for clarification.
 - b. In the discussion of a motion, the member who made the motion has the right to speak first.
 - i. The Chair will always ask for further discussion from others.



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- ii. Any member may speak on a motion, but should pause before sharing a second time to ensure others have equal opportunity.
- iii. All discussion shall be concise, courteous and respectful.

6. Amending a Motion

- a. When a motion requires change before approval, amendments may be made. Motions may be amended by the Advisory Council at any time prior to the vote.
 - i. A “friendly” amendment is suggested to the person making the motion and must be accepted by him/her to proceed with the change. If accepted, the altered motion must be restated and seconded before discussion on the amended motion continues.
 - ii. A “formal” motion to amend supersedes the opinion of the person making the original motion by engaging procedure.
 - Formal motions to amend must be seconded.
 - If seconded, discussion focuses on the amendment instead of the intent of the original motion.
 - Discussion of the main motion resumes after the amendment has been voted upon.

7. Voting on a Motion

- a. At the discretion of the Chair, one of three methods of voting may be used:
 - i. By voice
 - Yea vs. Nay
 - Consensus
 - ii. By a show of hands
 - iii. By ballot
- b. Members may vote for, against, or abstain from voting.
 - i. An abstention vote is tallied for the minutes, but will have no effect on the overall voting result.
 - ii. Members who do not feel well informed on the topic or just do not wish to be counted at all may simply refrain from voting on a motion.
- c. If any vote does not show substantial unanimity, is the cause of major disagreement, or is lacking significant participation due to abstentions in the majority, the Chair may choose to postpone the motion.
 - i. If the Chair does postpone the motion, it will be the priority in Old Business at the next scheduled Advisory Council Business meeting.

8. Minority Opinion

- a. Automatically following a vote, the minority opinion has an opportunity to be voiced. The Chairperson may select more than one person to give



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their minority opinion. This is not discussion. Rebuttals by members of the majority are not permitted.

- b. If a voting member of the majority is swayed by the minority opinion, a motion to “reconsider the original motion” may be made by a member of the majority.
 - i. This motion to “reconsider the original motion” requires a simple majority to pass.
 - If a simple majority votes against “reconsidering the original motion,” then the original vote stands and minority rights no longer apply.
 - If, however, a simple majority votes to “reconsider the original motion,” the motion is reopened for discussion, and then followed by a second vote. Minority rights no longer apply, and the second vote on the motion stands as counted.

9. Discussion of Non-Motions

- a. Sometimes it is counterproductive to introduce a motion before there has been some discussion of its subject matter. In this case open discussion without a formal motion helps to clarify the intent of the group. The Chairperson can then attempt to coalesce what he/she has heard into a coherent motion and suggest that a member formally introduce it.

10. Procedural Motions

- a. Any member may make procedural motions at any appropriate break in discussion.
 - i. Calling the Question
 - If implemented by the Chairperson without opposition, vote immediately.
 - If moved by a member, this motion requires a second and must pass with a simple majority vote.
 - ii. Postponing a Motion
 - Delays discussion and voting of a motion to the next scheduled business meeting.
 - iii. Point of Order
 - Ensures that the Chairperson is running the meeting in accordance with agreed upon procedures.
 - iv. Point of Clarification
 - May be utilized to ensure all vital information about a topic has been dispensed.

11. The following table is a summary of rules and procedures, which will serve as a guide to the ICYPAA Advisory Council:



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Motion	Second	Debatable	Amendable	Vote	Reconsider
Main motion or question	Yes	Yes	Yes	Majority	Yes
Amend	Yes	Yes	Yes	Majority*	Yes
Refer [to a (standing, special, or ad hoc) committee]	Yes	Yes**	Yes	Majority	Yes
Call the question/Close debate	Yes	No	No	Majority	Yes
Postpone (to a certain time)	Yes	Yes**	Yes	Majority	Yes
Table or Lay on the table	Yes	No	No	Majority	No
Take from the table	Yes	No	No	Majority	No
Limit or extend debate on the pending question***	Yes	No	Yes	Majority	Yes
Reconsider	Yes	Yes****	No	Majority	No
Point of order	No	No	No	Chair decide	No
Appeal	Yes	Yes	No	Majority	Yes
Point of information	No	No	No	No vote	No

*The area may wish to have the required vote to amend a motion match the required vote to pass a policy motion, that is, 2/3. In that way both require substantial unanimity to pass.

**Limited to its merits only, and usually cannot extend to the main question it concerns. For example, once a motion to refer a matter to a committee is on the floor, speaker may debate whether this is the appropriate committee to handle the matter or whether to refer to any committee, but should not continue to address the merits of the main motion itself.

***The meeting must first have rules on the limits to debate in place. Custom holds to two minutes at a time and not a second time before others who wish to have spoken the first time.

****When the motion to be reconsidered is itself not debatable, then the motion to reconsider is also not debatable.