

Assembly Voting Procedures

Upon conclusion of the Knowledge-Based Decision-Making process, voting procedures are followed if a motion is proposed.

Voting procedures exist to allow the Assembly to carry out the will of the fellowship by reaching an informed group conscience. The purpose of these procedures is to help inform voting members and make it easier for the Assembly to conduct its business.

The Voting Process

Every AI-Anon/Alateen member in the North Carolina/Bermuda Area has a voice, but only Group Representatives may vote. Only Group Representatives (GR) make motions or second motions. GRs must give their full name and the name of the group they are representing on the motion forms which are placed on the District tables at the beginning of the Assembly.

1. A GR makes a motion and another GR seconds the motion.
2. The completed motion form is presented to the Area Secretary.
3. There is discussion by all members, voting and non-voting (see Discussion Procedures). During discussion the **Original Motion** may be withdrawn or amended by the originator. The original motion may be tabled, called, or the rules suspended by any voting member
4. At the close of discussion, the Area Chairperson asks, "Are you ready for the vote?" If no one objects, the Chairperson reads the motion form and proceeds to take a vote.
5. The GRs vote by selecting Yes; No; or Abstain to register their vote.
6. Following voting, the totals of the vote and the outcome are announced to the Assembly by the Area Chairperson.
7. To overturn a previously approved motion, a Motion may be Rescinded.

Discussion Procedures

1. Discussion begins after the Motion is made and seconded.
2. Courtesy and respect are paramount during discussion.
3. Originator of the Motion may speak first.
4. Each member, voting and non-voting, may speak up to two minutes.
5. Each member may speak once to a topic.
6. Members do not come to the microphone if their opinion has been stated.
7. Members are entitled to, and should, express their opinion.
8. Out of respect to all members refrain from applause.

Voting Definitions

Consensus: A time-saving method indicating general agreement, usually demonstrated by a show of hands from Assembly members. Consensus is not an official vote. Occasionally, the Area Chairperson may call for a show of hands to determine a sense of direction from the Assembly.

Motion: A formal proposal brought to the Assembly so that action can be taken. Motions are the outcome of the group decision-making process and focus the Assembly on what is being decided. All motions passed by the Assembly are submitted to the Board of Trustees of AI-Anon Family Groups of North Carolina / Bermuda AFG, Inc. at its semi-annual meeting immediately following the close of the Assembly. Motions must be legally approved by the Board before taking effect.

Abstention: A formal decision to refrain from voting for or against a motion. A voting member may decide to do this if they feel undecided about the measure, feel inadequately informed about the issue at hand, or have not participated in the discussion. Abstentions do not count as votes and, therefore, lower the number of voting members on that motion.

Withdraw the Motion: When a motion is not ready to be considered, the originator and the second have to agree to withdraw the motion. No vote is required. The withdrawn motion will not be in the Assembly

minutes. If either the originator or the second doesn't want to withdraw the motion, then any voting member could ask to table it until another time.

Table the Motion: To defer the **Original Motion** until later in the current Assembly or until a future Assembly.

Amend the Motion: To modify or change the **Original Motion** an amendment is by the originator and second during the discussion of the **Original Motion**. When using Knowledge-Based Decision-Making, thorough discussion takes place before a motion comes to the floor which often makes the need for amendments unnecessary.

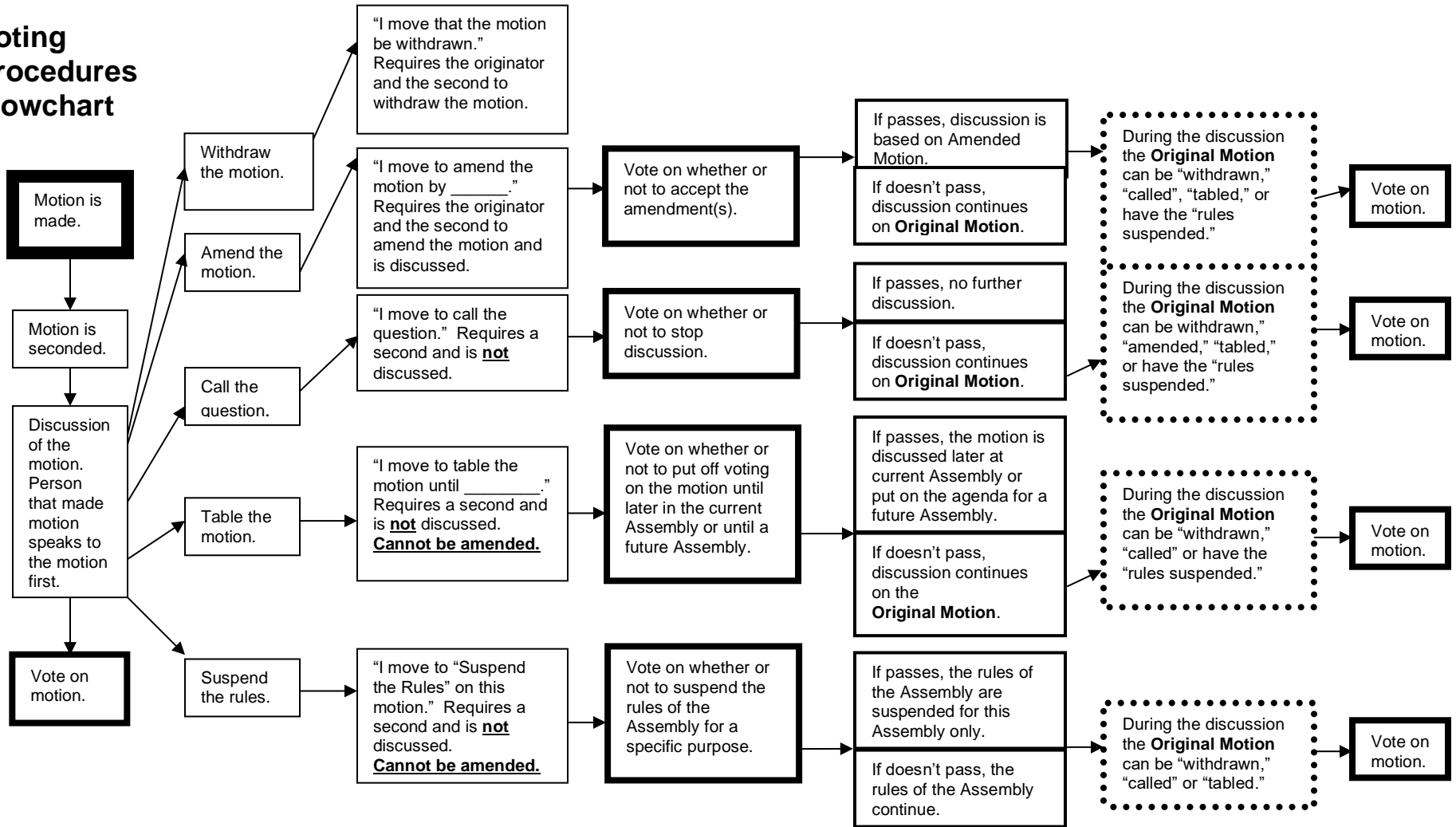
Call the Question: This brings the discussion of the motion on the floor to an immediate halt. The motion To "Call the Question" a motion form must be completed and seconded and a vote taken. If the vote on "Calling the Question" passes, the vote on the **Original Motion** on the floor is taken immediately. If the vote on "Calling the Question" does not pass, discussion of the **Original Motion** resumes. This motion should not be used prematurely to curtail adequate discussion of any motion.

Suspend the Rules: To depart temporarily from the usual Assembly practices for a specific purpose during the current Assembly. This motion is not debatable and cannot be amended. An example could be to "Suspend the Rules" to allow more than two minutes per person to discuss a business item.

To Overturn a Previously Approved Motion

Rescind the Motion: This is used to cancel a previously approved motion. This is included in the Assembly minutes. Any voting member can make this motion.

Voting Procedures Flowchart



To Overturn A Previously Approved Motion

