

PROPOSED POLICY CHANGES FOR ARTICLE IV:

Article IV- Procedure for Making a Motion

1. All motions must come from a homegroup or subcommittee representative.
 - a. There are two basic types of motions. The two kinds of motions are MAIN motions and PARLIAMENTARY motions. Please see section 11 of this Article for definitions of each of these motions.
2. All MAIN motions must be submitted on a Delaware County ASC Motion form.
 - a. Parliamentary motions may be made when the ASC Chair reads each MAIN motion or during general discussion points throughout the ASC Meeting.
3. All motions must be submitted to the Policy Chair or Co-chair before the start of the ASC Meeting.
4. The homegroup or subcommittee representative for the submitted motion must be present during the reading of the motion at ASC meeting.
5. Each motion must include the following information, which will be read aloud in conjunction with the motion at the ASC Meeting:
 - i. Is your home group/subcommittee aware of this motion?
 - ii. Has this motion been voted on at your homegroup group conscious or subcommittee meeting?
 - iii. Was your homegroup in favor of this motion?
 - iv. What is the intention of this motion?
 - v. Does this motion meet the requirements of both the Delaware County ASC Policy and subcommittee policy (if applicable)?
6. All motions made at the ASC Meeting are to go back to the homegroups, except motions to fill vacant ASC positions.
 - a. A vacant ASC position is a position that was not filled during yearly nominations.
 - b. Motions to nominate persons for vacant ASC positions may be submitted by any GSR or Subcommittee Chair or Co-Chair in attendance.
 - i. Open ASC position motions are the only motion that may be submitted without the knowledge of the homegroup or subcommittee.
 - ii. All nominees for current vacant ASC positions must meet the qualifications outlined in Article VIII.
 - iii. All nominees must be present at the ASC meeting for the vote to take place.
 - iv. All nominees must answer questions from the area found in Article X.
7. Motions from the group, which directly affect any subcommittee, except Policy, will be taken to that subcommittee's regularly scheduled meeting. The motion shall then be jointly written with the subcommittee and presented by the subcommittee at the ASC meeting.
 - a. The only time this does not apply is during yearly nominations for ASC Chair and

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Co-Chair positions or to fill vacant subcommittee positions.

- b. All motions to nominate persons for open ASC positions must go back to the groups to be voted on, unless the motion is to fill a vacant ASC position.
8. The Area Chair will read all motions aloud at the ASC Meeting once they have been approved by the Policy subcommittee.
 - a. After each motion has been read aloud and seconded by a GSR, the Area Chair will ask if anyone is unclear about the motion. If clarification is needed, the writer of the motion will then clarify the motion.
 - b. If one-third of the voting GSR's in attendance are unclear about the motion, the motion will be ruled out of order and returned to the group of origin.
 - c. Once the motion is read at the ASC Meeting and seconded, only two pros and two cons may be heard, with the total discussion lasting no longer than five (5) minutes.
 - d. Once the motion is seconded and passes with a majority vote, it will then go back to the homegroups for discussion and a vote.
 - i. It is the GSR's duty to take back any discussion and the pros and cons given at the ASC Meeting to their homegroup in order to make an informed decision.
 - e. A vote will then be taken at the following months ASC Meeting and the majority of the vote will determine if the motion pass or fails.
 - i. There are three (3) options for voting: For, Against, and Abstain.
9. Any motion voted on at an ASC meeting may not be motioned again for at-least three months after the vote has taken place.
10. All motions submitted to the ASC, regardless of their outcome, shall be reflected in the ASC meeting minutes.
11. Motions:
 - a. MAIN MOTIONS - A *motion* is a statement of an idea an ASC group or committee member wants put into practice. Every motion requires a *second*—the backing of another person who either wants the idea put into practice or simply wants to see further discussion of the idea take place. If nobody seconds a motion, it will not be discussed any further and will be ruled “out of order”. A motion may be ruled out of order for one of the following reasons: the motion goes against the ASC or subcommittee's standing policy, the motion clearly contradicts one of the Twelve Traditions or Twelve Concepts of NA Service, or the motion does not relate to NA.
 - b. PARLIAMENTARY MOTIONS - Any member of the committee (GSR's and Policy Chair and Co-Chair's when it has to do with their subcommittee) who wishes to challenge a ruling made by the chairperson may *appeal* that ruling, as described below. If no appeal is made, the committee moves on to other business. *Parliamentary motions* can be best understood as “sub-motions” made during debate on a main motion that affect that motion in some way.
 - i. Motion to AMEND. Majority vote by the committee is required. This is perhaps the most commonly used parliamentary motion. During debate on

a motion, if a member feels that the motion would benefit from a change in its language, that member can say, "*I move to amend the motion...*" and suggest specific language changes in the motion. Ordinarily, an amendment must be moved and seconded before it can be debated. When debate on the amendment is exhausted, the body votes on the amendment. Then, debate resumes on the merits of the main motion (as amended, if the amendment has carried). When debate is exhausted on the merits of the main motion itself, a vote is taken, and the body moves on to the next item of business. If an amendment is offered and the persons making and seconding the original motion accept it, no second is required, no debate is called for, and no vote need be taken on the amendment; debate proceeds as if the main motion had been formally amended. This is called making a *friendly amendment*.

- ii. Motion to call the PREVIOUS QUESTION. TWO-THIRDS majority vote by the committee is required. For our purposes, this may be the most important parliamentary motion. Use it often. This motion is made by a member saying, "*I call for the question,*" or "*I move the previous question.*" It is another way of saying, "I move that debate stop right now and that we vote immediately." This is one of many motions that can be used to prevent needless, lengthy debate once an issue is clearly understood. This motion is in order after two pros and two cons have been given. You need not be called on. The chair must recognize you when you make this motion, and a vote must be taken with no debate. If two-thirds of the body feels that no more debate is necessary, then it is time to vote and move on. One point worth making about this motion is that you must be careful not to squelch debate before an issue has been thoroughly aired. Be sure to vote "no" to this motion if you are still confused about the issue at hand or are unsure of how to vote. By allowing debate to continue, we avoid half-baked decisions about half-understood questions. On the other hand, the liberal use of this motion makes it unnecessary for the chair to be heavy-handed in stopping discussion, because the chair knows you will stop it soon enough.
- iii. Motion to TABLE. Majority vote by the committee is required. One way of disposing of a motion that is not ready for a vote is to *table* it. This is done by saying, "*I move we table this motion until such-and-such a date/meeting.*" This motion is not debatable; if it is made and seconded, it is voted on immediately. If it fails, debate continues on the motion itself. If it passes, the committee moves on to its next item of business. The tabled motion will be included in the committee agenda on the date specified.
- iv. Motion to REFER. Majority vote by the committee is required. Sometimes the committee does not have enough information to make an immediate decision on a main motion. Such motions can be removed from debate and sent to either a standing subcommittee or an ad hoc committee for further study. This can be done by a member saying, "*I move to refer the motion to the such-and-such subcommittee.*" If the motion to refer is seconded, the body may debate it before voting. If the motion to refer passes, the

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committee moves on to its next item of business. If the motion to refer does not pass, the committee either continues debating the main motion or votes on it. The subcommittee to which a motion is referred will take it up at its next meeting. The subcommittee will report back on what it has come up with at the next meeting of the full committee.

- v. Motions to RECONSIDER or RESCIND. Majority vote by the committee is required. Sometimes a member feels that a motion the committee has passed will prove harmful. That member can move to either *reconsider* (reopen for debate and voting) or *rescind* (void the effect of) the original motion. There are a few conditions that must each be met on motions to reconsider or rescind: 1. The motion must have been passed in either the last or the current ASC Meeting. 2. The member making the motion must have information on the issue that was not available in the original debate on the motion. 3. The member must have been with the winning side in the original vote. These limits are placed to protect the committee from having to reconsider again and again the motions it passes while still allowing it to examine potentially harmful situations it has created inadvertently. If any of these requirements are not met, the chairperson will declare the motion out of order.
- vi. Request to WITHDRAW A MOTION. Two-thirds majority vote by the committee is required. Once a motion is made and the debate begins, the maker of the motion may ask to withdraw it. The chair asks if there are any objections. If there is not two-thirds in favor, the motion stays on the floor and debate resumes. If there is a two-thirds majority vote, the motion is withdrawn, and the body moves on. A motion may be withdrawn at the meeting in which it was motioned or before it is voted on at the next ASC Meeting ONLY.
- vii. Offering a SUBSTITUTE MOTION. Majority vote by the committee is required. A *substitute motion* is the same thing as an amendment to a main motion. The only difference is that it is offered to entirely replace the original idea, instead of merely revising a portion of it. It is handled in the same way an amendment is handled.

* Please note that “A Guide to Local Services IN NARCOTICS ANONYMOUS” was referenced when writing this section: Copyright © 1989, 1997 by Narcotics Anonymous World Services, Inc.

CURRENT POLICY FOR ARTICLE IV:

Article IV- Procedure for Making a Motion

***** All motions must be submitted in writing on an ASC Motion Form *****

Submit to the Secretary and be sure to include the intent of the motion, which describes in simple terms the exact nature of the motion.

1. All motions must come from a group or subcommittee and include one of the following prefixes: “to be voted upon at Area Service Meeting” or “to be taken back to the Home Groups”. These prefixes may be objected to by a GSR and seconded by a GSR, and two pros and cons may be heard to the objection. (Deleted January 2016)
2. All motions made at the ASC meeting are to go back to the groups, except motions to fill sudden vacancies in any ASC positions.
3. Motions from the groups, which directly affect any subcommittee except Policy, will be taken to that subcommittee’s regularly scheduled meeting. The motion will then be jointly written by the group and the Sub-committee to be presented at ASC.
4. The Area Chair reads the motion as it has been submitted.
5. After the motion has been read and seconded by a GSR, the Area Chair will ask if anyone is unclear about the motion as it has been read and the writer of the motion will then clarify.
6. If one-third of the voting GSRs in attendance are unclear about the motion, the motion will be returned to the group of origin.
7. The motion is called. Only two pros and two cons may be heard, with the total discussion lasting no longer than five minutes. A vote is taken and the choice that received the greatest number of vote’s wins, or the motion goes back to the groups if that is the intent.
8. Any motion voted on at ASC cannot be brought back to ASC for three months.
9. All motions submitted to the ASC, regardless of their outcome, should be reflected in the ASC minutes.
10. The originator of a motion must be present during the reading of a motion at ASC.