

## Script for Amending a Motion

*"Motion A" is pending:*

**Member:** *I move to amend motion A by (inserting, striking out, striking out and inserting) as follows: \_\_\_\_\_.*

**Chair:** *Is there a second to the motion? (This statement is eliminated if a member calls out second)*

**Second Member:** *I second the motion.*

**Chair:** *It is moved and seconded that we amend "Motion A" by (inserting, striking out, striking out and inserting) as follows \_\_\_\_\_. If the amendment is adopted the main motion would then read \_\_\_\_\_.*

*Is there any discussion?  
(After Discussion) Are you ready for the question?*

*The motion on the floor is whether or not to amend the main motion. If the amendment is adopted, the main motion would then read \_\_\_\_\_. (Be sure the members realize that they are voting on the amendment only and not the main motion.)*

*All those in favor, say "Aye" (Pause for response)  
All those opposed, Say "No"*

*The affirmative has it, the "Motion A" is amended and now reads \_\_\_\_\_  
\_\_\_\_\_. Is there any discussion on "Motion A" as amended?*

*Or*

*The negative has it, the motion is lost and "Motion A" is not amended. The motion before you is "Motion A." Is there any further discussion?*

See Sample on Next Page

## Sample

*Pending motion: "I move that we hold a craft show."*

**Member:** *I move to amend the motion by inserting in May after the words craft show.*

**Chair:** *Is there a second to the motion? (This statement is eliminated if a member calls out second)*

### **Second**

**Member:** *I second the motion.*

**Chair:** *It is moved and seconded that we amend the main motion "that we hold a craft show" by inserting in May after the words craft show.*

*If the amendment is adopted the main motion would then read "I move that we hold a craft show in May."*

*Is there any discussion?*

*(After Discussion) Are you ready for the question?*

*The motion on the floor is whether or not to amend the main motion. If the amendment is adopted, the main motion would then read "I move that we hold a craft show in May." (Be sure the members realize that they are voting on the amendment only and not the main motion.)*

*All those in favor, say "Aye" (Pause for response)*

*All those opposed, Say "No"*

*The affirmative has it, the main motion is amended and now reads "I move that we hold a craft show in May." Is there any further discussion on the main motion as amended?*

**Or**

*The negative has it, the motion is lost and "Motion A" is not amended. The motion before you is "To hold a craft show."" Is there any further discussion?*