

Robert's Rules of Order (as modified for A.A.)

One-page cheat sheet

Modifications for use in A.A.:

- In A.A., we wear Robert's Rules like a loose garment; we don't let these rules get in way of us accomplishing our purpose.
- We substitute a super-majority ($\geq \frac{2}{3}$) for a simple majority ($> \frac{1}{2}$) when making any major decision.

Below is a table of motions used most often, in order of precedence, from highest (at the top) to lowest (at the bottom). Motions have precedence. Only a motion of higher precedence (higher in the table) can be made while a motion of lower precedence (lower in the table) is on the floor. The five rightmost columns indicate whether you can INTERRUPT the current speaker (vs. having to wait to be recognized by the chair), whether the motion requires a SECOND, whether the motion can be DEBATED or AMENDED, and what is needed for the motion TO PASS (by voting, or settled in some other way).

MOTION:	SAY:	INTERRUPT?	SECOND?	DEBATE?	AMEND?	TO PASS
Adjourn	"I move that we adjourn."	No	Yes	No	No	$> \frac{1}{2}$
Question of privilege	¹ Affecting whole body: "I rise to a question of privilege affecting the assembly."	Yes ²	No	No	No	Chair rules
	¹ Affecting only oneself: "I rise to a question of personal privilege."					
Appeal	"I appeal the decision of the chair" (immediately after a ruling).	Yes	Yes	Yes ³	No	$> \frac{1}{2}$
Parliamentary inquiry/point of order	"Is <proposed motion> in order?" or "How do I accomplish <XYZ>?" "I rise to a point of order."	Yes	No	No ⁴	No	Chair rules ⁴
Method of voting	"I move that we vote by <method>" (after debate ends but before any new business arises)	Yes	No	No	No	$> \frac{1}{2}$
End debate	"I move to end debate," or "I call the question."	No	Yes	No	No	$\geq \frac{2}{3}$
Refer to committee	"I move to refer the pending Motion to... <existing committee or proposed new committee>."	No	Yes	Yes ⁵	Yes	$> \frac{1}{2}$
Amend	"I move that the pending Motion be amended by <amendment>."	No	Yes	Yes	^{6, 7}	$> \frac{1}{2}$
Main	"I move that <proposal>."	No	Yes	Yes	Yes	$\geq \frac{2}{3}$

¹ Questions of privilege that affect everyone take priority over those affect only oneself.

² Unless a motion to adjourn or recess is pending.

³ Limited to the merits of the rules.

⁴ Unless the chair requests a simple majority ($> \frac{1}{2}$) vote of the body.

⁵ Debate is limited to the merits of the referral, and may not address the merits of the motion being referred, except as necessary.

⁶ Amendments may be amended, but amended amendments may not.

⁷ Only if the motion being amended is amendable.