

Masonic Meetings and Parliamentary Procedures



MANAGING LODGE MOTIONS

Adapted from a publication of the Grand Lodge of Alberta for use in Wisconsin Lodges

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The Master of the Lodge utilizes Parliamentary Law and rules of order at his discretion to expedite the meeting. He is not bound by them. He may choose to table a motion, declare a motion inappropriate, declare an amendment insufficiently relevant to the motion, arbitrarily refuse a motion or declare an approved motion defeated, put forward his own motion which has not been proposed or seconded, not put the question after debate, or close debate at his pleasure. He entertains no motion to 'lay on the table', 'to postpone', 'to adjourn' or to 'move the previous question'. However, an effective, responsible leader will make the best possible use of the rules of order.

1. NOTICES

- NOTICE OF MOTION: "At the next regular meeting, I will move or cause to be moved (*state motion as it is to be presented*)". NO DISCUSSION NO SECONDER REQUIRED.
- Notice in Summons: A notice must appear in the summons prior to balloting on by-law amendments.

2. MOTIONS

- Should always be expressed in the affirmative.
- Must always be seconded. If no seconder, the motion lapses with no discussion.
- Master or Secretary reads motion. This is the official motion regardless of discussion.
- Discussion: The first speaker should be in opposition in order to reduce discussion time.
- Voting: The Master calls for the vote and asks for both 'all in favor' and 'opposed'. Members calling for the 'question' are inappropriate.
- If passed, the Master declares 'Motion Carries'. If not, 'Motion Fails'.
- The Master should remain impartial and encourage discussion. If he wishes to join the debate, he should turn the chair over to a Warden or Past Master.
- A tie vote is lost. However, the Master may exercise his vote to break the tie. Typically, the Master will not vote for routine business but is required to vote regarding petitions.

Notes:

- A motion which has been carried cannot be re-opened at the same meeting.
- A motion may be withdrawn by the mover with the Master's consent if the motion has not yet been placed on the floor for voting. If already placed on the floor, a majority vote (50% + 1) is recommended, but the Master may allow the withdrawal at his discretion without voting.

3. AMENDMENTS

- An amendment must be relevant and germane to the motion on the floor.
- An amendment modifies or enlarges the motion by
 - leaving out words;
 - inserting words; or
 - both
- An amendment is voted on before the main motion.
- If carried, it replaces the original motion. If lost, the original motion is still before lodge.
- The mover may speak first and last. He may also provide information, make inquiry, ask a question or make a suggestion.
- The Master should limit amendments as multiples indicate the issue is not ripe for decision.

Notes:

- Discussion should not be opened without a plan in mind.
- Important issues should be discussed in committee and with the Master before they are raised in lodge.
- A favorable vote on a motion to “receive and adopt” a committee report automatically approves any motion(s) contained therein. Only receiving a report does not have this effect.
- The Master should immediately control a speaker who digresses to avoid boredom by use of the gavel.
- The Master should review the agenda with the Secretary before the meeting to avoid surprises which waste time and frustrate the members. The Master should avoid calling for items of business which do not exist. The Secretary should avoid introducing items not discussed with the WM beforehand.

4. VOTING TABLE

<i>Type of lodge vote</i>	<i>Majority</i>	<i>2/3</i>	<i>3/4</i>	<i>4/5</i>	<i>Unanimous</i>	<i>Code</i>
In all cases unless otherwise provided by Code	X					71.15
To Change Name of Lodge	X					52.07
To Change Location of Lodge	X					52.07
To fix penalty in Trial by Commission	X					106.15
To give consent for new lodge		X				51.05
To suspend for non-payment of dues		X				81.09
To consolidate lodges		X				53.02
To surrender charter		X				54.03
To fix annual dues		X				80.02
To amend bylaws of the lodge		X				61.02
For Advancement after objection			X			75.03
To Elect candidate in default			X			76.05
To Restore suspended Mason			X			81.14
For Affiliation of any type			X			83.14
For Surrender of Jurisdiction				X		79.05
For Conviction in Trial by Commission					X	106.14
To elect petitioner for degrees					X	71.06

References:

1. 101 Questions About Freemasonry, Masonic Service Association, No. 54.
2. Will of the Lodge, R. L. Ashby.
3. Masonic Code of the Grand Lodge of Wisconsin, August 2009 edition