

AMEND--BY SUBSTITUTION

(Debatable/Amendable/Majority)

Although very simple substitutions may technically be handled like Option 1 of Strike and Insert Words, the following procedure is more likely to be indicated.

- M. I move to substitute for the pending motion the following: . . .
- P. **It is moved and seconded to amend by substituting for the pending motion the following: . . . The pending motion is as follows . . . The Q is on the motion to substitute. Debate and secondary A's to the pending motion are in order first. AYRFTQ?**

Is there any further discussion or amendment to the pending M? If not, the proposed substitute is as follows: . . . Debate and secondary A's to the proposed substitute are now in order. AYRFTQ?

The Q is on the motion to substitute. The C will read the pending motion first, then the motion proposed as a substitute. The pending motion is . . . The motion proposed as a substitute is . . . The Q is: Shall the motion last read be substituted for the pending M? Those in favor of the motion to substitute, say "aye." Those opposed, say "no."

- a. **The "ayes" have it, and the motion to substitute is adopted. The Q is now on the motion that . . . (the substitute you passed.)**
- b. **The "noes" have it, and the motion to the substitute is lost.**

CREATING AND FILLING BLANKS

(Not Debatable/Not Amendable/Majority)

(Example is spending money.)

- M. I move to create a blank by striking out of the motion the sum \$50. (figure, name, date, etc.) (second)
- P. **It is moved and seconded to create a blank by striking out of the motion the sum \$50. Those in favor, say "aye." Those opposed, say "no."**
- a. **The "ayes" have it, and the blank is created. The sum \$50 is one of the suggestions for filling the blank. Are there additional suggestions?**
- M2. I suggest \$25.
- P. **\$25 is suggested. Are there additional suggestions?**
- M3. I suggest \$150.
- P. **\$150 is suggested. Are there additional suggestions?**
- \$150, \$50, and \$25 have been suggested to fill the blank. Is there any discussion on filling the blank with \$150? As many as are . . . (vote on each until blank is filled). When blank is filled, then say AYRFTQ on the motion that . . . or the Q is on the adoption of the motion that .**