

**PARLIAMENTARY PROCESS FOR
NOTICES OF MOTION or RESOLUTIONS OF INTENTION**

In accordance with the Constitution of the Knights of Columbus, Chapter XIV, Section 122, the following process shall be observed when dealing with a Notice of Motion (also referred to as a Resolution of Intention) in excess of \$500.

INITIAL MEETING

- The member wishing to make such a motion shall offer his motion, **IN WRITING**, to the Grand Knight, or presiding officer, who shall read the motion to the members in attendance. Following the reading, the Grand Knight shall seek a motion **TO TABLE** the request until the next regular meeting. A second and an affirmative vote are required. The motion is not debatable.

(Note: If the Council newsletter is to be mailed prior to the next meeting, it is a good idea, although not explicitly required, to include information regarding the Resolution of Intent to make all members aware.)

SUBSEQUENT REGULAR MEETING

- Any member may offer a motion to **REMOVE THE RESOLUTION FROM THE TABLE**. The lifting motion requires a second and an affirmative vote to proceed. The motion is not debatable.
- Upon removal, any member may offer a motion **TO APPROVE THE EXPENDITURE** previously tabled. This motion also requires a second. Amendments may be offered and they also require a second and a majority vote. After discussion, the Grand Knight shall call for a vote on the main motion.
- The main motion requires a **2/3 MAJORITY** of the members present and voting to pass, whether by voice, by hand or by secret ballot. Following the vote, the Grand Knight will announce the vote and declare “*The motion has passed by the necessary 2/3 vote*” or “*Has failed, not receiving the necessary 2/3 votes*”. A motion to reconsider is proper if the motion is offered by a person known to have voted with the prevailing side and may have changed his mind. Such a motion requires a second and an affirmative vote.

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