









## Ohio Revised Code: PRESIDENT OFFICER (continued)

- **Statutory City**
  - Elected President of Council (ORC 733.10)
  - Preside, no vote except ties
  - President *pro tem* (ORC 731.10)
    - Selected first meeting in January



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## Order of Business / Agenda

- Sequence of items to be addressed
- Adopted by body

### AGENDA

April 1, 2015

- I. Roll call
- II. Approval of March 3, 2015 meeting minutes
- III. Repair and repave intersection of Broad and High Streets
  - A. Acceptance
    - 1) Roadwork materials
    - 2) Purchase and installation of traffic light
  - B. Enter shared services agreement for equipment and staff

Adopted by council:

*John Smith*                      *Robert Barber*  
*Fredrick Jones*                *Nancy Young*  
*Sally Adams*



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## Common Order of Business/Agenda

- May Establish Order
- Call to order
- Roll call
- Approval of agenda
- Reading, correction and approval of minutes
- Special orders
- Old/unfinished business
- New Business



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## After Debate is Concluded



- Chair puts the matter to a vote
- Chair announces result of vote

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## Amending A Motion

- Amending
  - Modifying a pending motion prior to a vote
  - Must be germane
    - Related to the pending motion
    - Relevant bearing on its meaning
- Requires a second
- Can be applied to any main motion
- Is debatable
- Requires a majority vote to adopt
- Can be reconsidered



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## Three Basic Amendment Processes

To insert or add words

To strike out words

To strike out and insert words

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## Personal Remarks In Debate Are ALWAYS Out of Order



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2015 Local Government Officials' Conference  
***Roberts Rules of Order***