In the present constitution of American society, the education of any person who has not a fair knowledge of Parliamentary practice must be considered very deficient. The thought too commonly entertained when this subject is presented, is, "I shall never be called upon to preside over a meeting; and hence the subject is of no special importance to me." Query: Have you any expectation that you will on any possible occasion be simply a member of a deliberative body? If so, you should desire to be able to take part properly in the deliberations of that body. Remember that every member of such assemblies should understand Parliamentary rules as well as the presiding officer, lest the fear of moving out of order should keep him back from desirable action, or actually moving so, should expose him to correction and mortification; and his lot must be cast far one side of all the active channels of life, who never finds himself a member of a deliberative body. But, besides, no man or woman knows how soon circumstances may call
3. **Subsidiary Motions**, or such as are applied to other motions for the sake of disposing of them in some other way than by direct adoption or rejection.

4. **The Main Question**, which has already been spoken of.

5. **Miscellaneous Motions**, under which head come the motion "To Reconsider," To Fill Blanks, and to Renew a Motion.

With the exception of the Miscellaneous Motions, the foregoing is the order of precedence in which they stand to each other as classes. By this is meant that any motion in the 2d, 3d and 4th classes yields to any motion in the 1st class; the 3d and 4th yield to the 1st and 2d; and the 4th to the 1st, 2d and 3d. This is the general rule; but it is subject to some modifications, as will hereafter appear.

The **Privileged Motions** in the order of their precedence, are,—

1. To fix the time to which to adjourn.
2. To adjourn.
3. Questions of Privilege.
4. Orders of the day.

1. The motion to *fix the time to which to adjourn*, is not a motion to adjourn, but, as its name signifies, is simply a motion to fix the time to which the adjournment will stand, when the motion to adjourn is carried. Its form is, "I move that when we adjourn we adjourn to" such a date, or "to meet again at" such a date, naming the date. It takes precedence of all other motions, and is in order even after the vote to adjourn is taken, if the result has not been stated by the Chair. It can be amended by altering the time, but cannot be repeated without intervening business. When another question is before the house, it cannot be debated; but if no other question is before the house, it is not then a Privileged Motion, but a Principal Motion, to be treated like any other Principal Motion.

2. The motion *to adjourn* takes precedence of all motions except the foregoing, to which it yields; that is to say, it may be made when any other motion is pending except the motion to fix the time of adjournment, but cannot be made when this latter motion is pending. And when the motion
present it, the committee is dissolved, unless revived by a motion to re-commit the subject to them. Should any one object to receiving the report, the question must be decided by motion and vote. If re-committed, all that has not been agreed to by the assembly is ignored as if the report had not been made. If it is desired to consider the report, the motion to be made, is, to "adopt," or "accept," or "agree to," as may be most appropriate to the matter in hand; and on this motion the report is subject to debate, amendment, adoption or rejection. The member who introduced it is first entitled to the floor to discuss it, and, after all have spoken who wish to, he is entitled to a final speech to close the debate. Under the motion to adopt, etc., the paragraphs or propositions of which a report is composed are considered individually and amended if need be; and then the action on the motion is in reference to the report as a whole.

Committee of the Whole.

When an assembly, as a body, desires to consider a subject with all the freedom of an ordinary committee, the subject not being sufficiently matured for definite action, nor one which it wishes to refer to a committee, it is usual to consider it in "committee of the whole." The form of the motion is, "I move that the assembly do now resolve itself into a committee of the whole, to consider [naming the subject to be considered]." This being really a motion to commit, takes the same order of precedence. Being adopted, the chairman of the assembly immediately calls upon some one to take the chair as chairman of the committee, while he takes his place in the house as a member. The only motions in order in this committee, as in others, are "to amend," "to adopt," and "to rise and report." The assembly as a committee cannot refer the subject to another committee. Deliberation being ended, when the motion to "rise and report" is carried, the chairman of the assembly resumes the chair, and the chairman of the committee, taking his place again in the assembly, rises and announces that he is ready to make his report, when the assembly is ready to receive it. If the committee becomes disorderly, the chairman of the assembly can take his place and declare the committee
table, The previous question, and all motions relating to
priority of business, limiting or closing debate, or granting
leave to one guilty of indecorum in debate to continue his
speech. A principal motion cannot be debated while amend-
ment is pending only as involved therein.

**Closing a Debate.**

When it is desirable to prevent a debate on an improper
subject, or to bring a debate to a close, it may be done, or
attempted, by objecting to the consideration of the question,
by a motion to lay it on the table, by the previous question,
by adopting an order limiting debate, or fixing the time when
it shall close. In putting the question, debate is not prohib-
ited until both the affirmative and negative votes are taken.

**Organizing a Meeting.**

**Occasional or Mass Meeting.** The first thing to be done
in a meeting of this kind is to organize. The time appointed
having arrived, some one calls the meeting to order, and
moves that A. B. or C. act as chairman of this meeting.
If this motion fails, another is nominated till a chairman is
obtained and takes the chair. The next business is the elec-
tion of a secretary. The chairman calls for nominations,
which being made and seconded, the vote is taken. The
secretary being elected, no other officers are usually neces-
sary in a meeting of this kind. The chairman asks what
is the further pleasure of the meeting, when some one of
those at whose instance the meeting has been called rises
and states the object of the meeting, or better still, intro-
duces a resolution previously prepared to express the sense
of the meeting on the subject which has called them together.
If nothing of this kind has been prepared, a committee may
be appointed to draft resolutions to report at the same meet-
ing, and while they retire to draft their resolutions, the time
may be occupied by other business or by addresses. If more
officers are required than chairman and secretary, they can
be elected before the resolutions are presented; or a chair-
man and secretary can be elected *pro tem.,* and a committee
appointed to nominate permanent officers, as in case of a
convention.
A BRIEF outline of a Constitution and code of By-Laws for a society may be of use to some who are contemplating the formation of some kind of a deliberative organization. Some societies have simply a Constitution; some have simply a code of By-Laws; some have both. The ground covered by these terms, according to the definitions of lexicographers, seems to be very much the same; yet we think a well-defined distinction may be recognized in this respect; namely, that a Constitution sets forth the fundamental principles on which a society is based, while the By-Laws contain the more special rules which govern its local working. Thus, the Constitution may treat in a general way of the name, object, membership, officers, exercises, and meeting of a society, and the means of its own amendment, while the By-Laws may contain the regulations by which the society is to be governed in its workings. In accordance with this distinction the following model is given.

Constitution of the __________ Society.

ART. I. NAME.

This Society shall be called the __________ Society.

ART. II. OBJECT.

The object of this Society shall be (here state the object, to promote the literary or pecuniary interests of the members, or to accomplish any design for which the Society was organized.)

ART. III. MEMBERSHIP.

(Under this article state who may become members, and on what conditions.)
ART. IV. OFFICERS.

(Here state what officers the Society shall have, as, President, Vice-President (more than one if desired), Secretary, Corresponding Secretary or Secretaries, Treasurer, Executive Board, etc., as may be necessary to carry out the object of the organization.)

ART. V. EXERCISES.

(Here state of what the regular exercises of the meeting shall consist.)

ART. VI. MEETINGS.

(Here state how often the regular meetings of the Society shall be held, how they shall be called, etc.)

ART. VII. AMENDMENTS.

(This Constitution may be amended by a vote of a majority (or two-thirds if preferred, which is more common) of those present at any regularly called meeting.)

Having made provisions for the foregoing particulars in the Constitution, other regulations may be introduced as follows in a code of

By-Laws.

ART. I. OFFICERS AND THEIR DUTIES.

(Here state what the duties of the various officers shall be, specially defining them, if they differ from the duties ordinarily devolving upon such officers.)

ART. II. SPECIAL MEETINGS.

(Here make provision for calling special meetings, if necessary, stating how and for what purpose they may be called. If there is a board of directors or trustees, make provision for the meeting of the same.)

ART. III. QUORUM.

(Here state how large a proportion of the members, or what definite number of members, shall constitute a quorum, that is, a number requisite to transact the business of the Society legally.)