GENERAL SERVICE CONFERENCE

NORTH FLORIDA AREA – PROPOSED MOTION FORM – PLEASE PRINT

Motion made by_____Date: _____

State Motion exactly as it is to be presented:

A “Motion” is a formal proposal, made by a member, in a meeting, that the group take certain action. The Motion begins the process of making any decision within the group. Your motion needs to be clear and concise. Please review these points: 1. If it is intended to be a part of Structures and Guidelines or to modify them, it should state this. "Modify Structures and Guidelines" and state the section to be changed, Example: Modify Structures and Guidelines Section 2. Definition, Item 5 to read: North Florida Area Conference, Inc., is the legal entity, incorporated under the laws of the State of Florida, through which the Assembly conducts business with the public. 2. If any funding/money is involved, the amounts should be clear, “increase by $10 for a total of $50 a month or a year”. Example: Increase the Archives budget by $500 for the 2017 year only. 3. The scope or “time frame” of the motion should be stated as “for the year 2018 only” or “beginning Jan 2018” or “quarterly”. Example: Extend the DCM Workshop from 45 minutes to 90 minutes for the April 2018 Assembly only. 4. It is important the intent of your motion is clear for future readers. Please use this form for all motions. Please have FIVE copies (1 for Delegate, 1 for Area Chair, 1 for Area Secretary, 1 for the Spanish Translator, and 1 for your own records). If you do not have a printer and cannot print this form please save to a flash drive and make copies using the Area Secretary’s printer. Otherwise, have the Area Secretary give you (5) copies per motion as she will have blank copies with her at Assembly. Forms will also be available at the “flyers” table by the registration desk.