

Motions

FOR

DUMMIES[®]

- **A motion is a proposal put before a meeting for discussion**
- **Any full or introduced member of the Common Room may propose a motion**
- **The motion should be posted on this notice board at least 5 days before the meeting**
- **A motion should include:**
 - **A statement of your proposal**
 - **Date posted**
 - **The signature and legibly printed name of the proposer & seconder**