

# CHAPTER 6

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## MANUAL OF HOUSE PROCEDURES

**Introduction** This manual, prepared for new members of the House of Representatives, is intended to provide an introduction to the most common House floor procedures. It offers examples of dialog used to transact routine legislative business. Commentary is provided on the right-side page beside the dialog, or within brackets below the dialog, to which it relates.

Details on procedures are in the House Rules. Major rules governing floor procedure in the 95th General Assembly are cited in endnotes following this manual (chapter 6 of *Preface to Lawmaking*). A few procedural requirements are imposed by the Illinois Constitution. Where those sources do not specifically cover a point, *Robert's Rules of Order* is used as a parliamentary authority. In addition, some unwritten traditions and practices have developed over the years. The most important are reflected in this manual.

The first edition of this manual was written in 1966 by Annabelle Lewis Patton. It has been revised through the years by the Legislative Research Unit staff with help from parliamentarians and members of the House. This 2008 revision reflects the 95th General Assembly House Rules.

## PRELIMINARY MATTERS

### Call to Order, Invocation, Pledge of Allegiance

Speaker: [GAVEL.] The House will be in order and the members will please be in their seats.

Speaker: We will be led in prayer today by \_\_\_\_\_.  
[GAVEL, members rise.]

[Prayer]

Speaker: Representative \_\_\_\_\_ will lead us in the pledge of allegiance.

Representative: [Leads pledge]

### Attendance Roll Call

Speaker: Roll call for attendance.

[Representatives press the buttons at their desks to show their presence.]

### Excuses of Absence and Leaves of Absence

Speaker: The Majority Leader is recognized to report any excused absences on the \_\_\_\_\_ side of the aisle.

Majority Leader: Mr. Speaker, I ask that the Journal show that Representative \_\_\_\_\_ be excused because of \_\_\_\_\_.

Speaker: The Journal will so show. [The procedure is repeated, with the Minority Leader reporting excused absences from that side of the House.]

Speaker: Mr. Clerk, take the record. There being \_\_\_\_ members answering the roll, a quorum is present.

## COMMENTARY

### **Order of Business**

House Rule 31 establishes the daily order of business. This order is followed unless decided otherwise by the Speaker or Presiding Officer, who can decide the order of business before the House.<sup>1</sup>

### **Attendance Roll Call**

The roll call for attendance determines entitlement to the legislative per diem. The electronic voting machine is used to save time. Members arriving late must add their names to the roll call.

### **Quorum**

A quorum is a majority of the members elected to the House (60 members). A quorum, after having been established, is presumed still present unless it is questioned.

## **BILLS**

### **Introduction and First Reading**

Speaker: First Reading of House Bills.

Clerk: House Bill 6001; by the Speaker and Minority Leader. A bill for an Act making a supplemental appropriation for the printing of bills. First Reading of the bill. House Bill 6002; by Representative \_\_\_\_\_. A bill for an Act to regulate \_\_\_\_\_.

Speaker: The bills are referred to the Rules Committee.

### **Second Reading**

Speaker: House Bills on Second Reading. House Bill 2501.

Clerk: House Bill 2501. A bill for an Act to amend section 7-10 of the Election Code. Second Reading of the bill. Amendment No. 1 adopted in Committee.

Speaker: Any floor amendments approved for consideration?

Clerk: Amendment No. 2, by Mr. \_\_\_\_\_.

Speaker: The gentleman from \_\_\_\_\_, Mr. \_\_\_\_\_.

Member: Mr. Speaker, ladies and gentlemen of the House, Amendment No. 2 [explains changes, argues for adoption.] I move the adoption of Amendment No. 2.

Speaker: Is there any discussion on the amendment?

If not, the question is on the gentleman's motion for adoption of Amendment No. 2. All in favor say aye; all opposed nay. The ayes have it.

[Afterward there may be an inquiry about other necessary matters.]

Speaker: Has a fiscal note been filed?

Clerk: A fiscal note has been filed.

Speaker: Third Reading.

## COMMENTARY

### First Reading of Bills

Bills and resolutions are filed with the Clerk by members before or during the annual session. They are assigned numbers in the order in which they are filed. When this order of business is called, they are introduced and read a first time by number, sponsor, and title, and referred to the Rules Committee,<sup>2</sup> which may then assign them to substantive committees for hearing.<sup>3</sup>

### Amendments

An amendment can be offered either in committee (a “committee amendment”) or on the floor while a bill is on Second Reading (a “floor amendment”). However, a floor amendment can be considered only if it has first been approved by a committee, as described below. Proposed amendments to a given bill, regardless of where they are offered, are numbered in a single sequence, and the number of each such amendment stays the same regardless of what happens to it or to other amendments.

#### Committee Amendments

Normally only the principal sponsor of a bill, or a member of the committee that is considering it, can offer an amendment to it in committee. Amending a bill in committee requires the favorable vote of a majority of all members appointed to the committee.<sup>4</sup> If a committee votes to recommend that a bill “do pass as amended,” it goes to the House floor with the committee amendment(s) separate from it but already adopted.<sup>5</sup>

#### Floor Procedure for Amendments

Committee amendments, having already been adopted in committee, are normally not debated on the floor. A member can move on the floor to table a committee amendment, thus deleting it from the bill; but such a floor motion is first automatically referred to the Rules Committee to be considered by it or re-referred to another committee.<sup>6</sup> If it is approved for floor consideration, such a tabling motion requires 60 votes.<sup>7</sup>

After any motions to table committee amendments are disposed of, the House can consider any floor amendments. No floor amendment is in order unless it has first been approved by the Rules Committee, or by another committee to which the Rules Committee referred it.<sup>8</sup>

Debate on a floor amendment is limited to a 3-minute presentation by the principal sponsor or a designee; debate by one proponent and by two members in response; and 3 minutes for the principal sponsor to close debate or yield to other members.<sup>9</sup> The vote required to adopt a floor amendment is a majority of those voting.<sup>10</sup>

### Advancing Bills to Third Reading

After all amendments offered are disposed of, by votes or by withdrawal, the Presiding Officer always orders the bill advanced to the order of Third Reading. There it will appear on the calendar the next legislative day, when it can be called for passage.

## DEBATE ON BILLS

### Third Reading

Speaker: House Bills on Third Reading. [Rings a bell on voting machine to alert members to Third Reading—the passage stage.]

Clerk: House Bill 1501, a Bill for an Act to amend the Environmental Protection Act. Third Reading of the bill.

Speaker: The lady from \_\_\_\_\_, Representative \_\_\_\_\_ [sponsor] is recognized.

Sponsor: Mr. Speaker, ladies and gentlemen of the House, . . . . [Explains and opens debate on bill.]

### Question of the Sponsor

Member: Will the sponsor yield?

Sponsor: [Nods assent.]

Speaker: She indicates she will.

Member: Thank you. Ms. \_\_\_\_\_, will this bill \_\_\_\_\_?  
[Any other member can seek recognition to debate the bill.]

Member: Mr. Speaker, I would like to speak to the bill.

Speaker: You may proceed.

### Closing Debate

Speaker: Is there any further discussion? Representative \_\_\_\_\_ [sponsor] is recognized to close.

Sponsor: [Closes debate.] . . . I ask for a favorable roll call on this bill.

[Or if debate has continued a considerable time, any member may “move the previous question” to cut off debate. This motion is nondebatable.]

Member: Mr. Speaker, I move the previous question.

Speaker: The gentleman has moved the previous question. The question is: “Shall the main question now be put?”

All those in favor vote aye; all opposed vote no. . . .



## COMMENTARY

### Debate

Matters are placed before the House either by motion of a member, or by being called by the Presiding Officer under a regular order of business, such as “House Bills on Third Reading.”

The sponsor of the bill or resolution is always recognized to present the proposal (or the maker of a motion to state the motion and argue it), and is allotted a maximum of 2 minutes to speak in short debate, 5 minutes in standard or extended debate, or 10 minutes in unlimited debate. Other members may then speak on the matter unless it is nondebatable under the House Rules or *Robert’s Rules of Order*. The House Rules allow the following numbers of persons to speak:

Short debate: The principal sponsor and one member in response.

Standard debate: The principal sponsor, two other supporters, and three opponents.

Extended debate: The principal sponsor, four other supporters, and five opponents.

Unlimited debate: Any member who seeks recognition.<sup>11</sup>

Except for the principal sponsor or a designee, no member may speak more than 5 minutes at a time, or more than once on the same question, without leave of the House. A member can yield time to another member.<sup>12</sup>

The sponsor has the right to “close debate” for 3 minutes in standard debate, or 5 minutes in extended or unlimited debate.<sup>13</sup>

A member wanting to ask the sponsor a question about the bill must address the Chair and ask whether the sponsor will yield. Members may question the sponsor only if the sponsor yields. However, such questions of sponsors are routine, and it is extremely rare for a sponsor to decline to answer a question. The time consumed by questions and answers comes out of the questioner’s allotted debate time.

### The Debate Timer

The House has an automatic debate timing mechanism consisting of a countdown clock on the voting board. Use of the system is optional with the Presiding Officer, who has the controls at his console. When it is used, the Presiding Officer starts the timer when recognizing the member.

When the clock reaches zero, the Presiding Officer interrupts if necessary and directs the member to finish. The Presiding Officer can also set an automatic cutoff switch, which disconnects the microphone when the time is expired.

### Closing Debate

Any member who thinks debate has gone on long enough can “move the previous question” (the one last put to the House—in this case, whether the bill should pass). This motion itself is nondebatable, and requires 60 votes to pass. If it succeeds, the bill is immediately put to a vote. If a motion for the previous question fails, debate on the bill continues.<sup>14</sup>

## ROUNDING UP VOTES

### Voting Procedure for Roll-Call Votes

Speaker: The question is: “Shall \_\_\_\_\_ pass?” All in favor vote aye; all opposed vote no. Voting is open.

[Voting board is opened by Clerk; the bell rings; members can begin voting.]

Have all voted who wish? Have all voted who wish? Take the record.

[Votes on the voting board are frozen.]

On this question there are \_\_\_\_ ayes, \_\_\_\_ nos, \_\_ voting present. This bill, having received (failed to receive) a constitutional majority, is hereby declared passed (lost).

[Announcement of the numerical vote precedes announcement of the result.]

### Verification

Speaker: For what purpose does the gentleman from \_\_\_\_\_ [an opponent of the measure] rise?

Rep. Adams: Mr. Speaker, I request a verification of the affirmative vote.

Speaker: A verification has been requested. The members will please be in their seats. The Clerk will verify the affirmative votes.

[Clerk reads names of all members recorded as “aye.”]

Speaker: Mr. Adams, are there challenges to the aye vote?

Rep. Adams: Mr. \_\_\_\_\_.

Speaker: Mr. \_\_\_\_\_ is in his seat.

Rep. Adams: Ms. \_\_\_\_\_.

Speaker: Ms. \_\_\_\_\_ is not in her seat. Is Representative \_\_\_\_\_ in the chamber? Ms. \_\_\_\_\_ is not in the chamber. Mr. Clerk, take her off the roll call.

Speaker: Mr. \_\_\_\_\_ asks leave to be verified. Is leave granted?

Members: Yes.

Speaker: Are there further challenges? Any further questions of the affirmative? If not, the vote is \_\_\_\_ ayes, \_\_\_\_ nos, and \_\_\_\_ voting present; and this bill, having received a constitutional majority, is hereby declared passed.

## COMMENTARY

### Use of Roll Calls

Roll-call votes (normally using the electronic voting system) are required for final passage of all bills. This includes votes on concurrence with amendments added by the Senate, adoption of conference committee reports, and all dispositions of vetoed bills. Resolutions proposing to amend the Constitution and some other substantive resolutions also require roll calls.

Voice votes (in which all members favoring a proposition say “aye” together, and all who oppose it say “no” together) are used for other motions and procedures, unless the Rules require a specific number of votes—usually a “constitutional majority” (60) or a three-fifths majority (71). In those cases, a roll call must be used to prove that enough “aye” votes were cast.

Any five members can require a roll call if none is required by the Constitution or House Rules. This is sometimes done on hotly disputed issues or as a delaying tactic. The Presiding Officer can also order a roll-call vote.<sup>15</sup>

### Verification

If a measure passes, verification may be demanded to insure the presence of all who were recorded as voting for it. A statute prohibits a member’s switch from being voted by anyone who is not a member of the House.<sup>16</sup> However, members sometimes leave the floor after voting their switches. While verification is taking place, any member can announce his or her presence on the floor and be verified as having voted.<sup>17</sup>

Verification can be requested after both the vote *and* the result are announced—until the Presiding Officer calls the next item before the House.<sup>18</sup>

## **Rounding Up Votes (cont'd)**

### **Postponed Consideration**

Speaker: On this question there are \_\_\_\_ ayes, \_\_\_\_ nos, \_\_\_\_ voting present, and this bill having failed—The lady from \_\_\_\_\_ [sponsor].

Member: Mr. Speaker, I request that this bill be placed on Postponed Consideration.

Speaker: The bill, having received at least 47 affirmative votes, will be placed on Postponed Consideration.

## **INTERRUPTING PROCEEDINGS**

### **Recognition Out of Pending Order**

Speaker: For what purpose does the gentleman from \_\_\_\_\_ rise?

Member: Mr. Speaker, ladies and gentlemen of the House, I rise to \_\_\_\_\_.

### **Recognition During Debate**

Speaker: The lady from \_\_\_\_\_ is recognized on House Bill \_\_\_\_\_.

Member: Mr. Speaker, ladies and gentlemen of the House, I rise in support of (in opposition to). . . .

[A member may seek recognition or interrupt the debate on the floor by rising and addressing the Presiding Officer. The Presiding Officer determines who will speak first. The Presiding Officer inquires for what purpose the member rises so as to determine the precedence of the motions. A member who has the floor may be interrupted for the following purposes:]

### **Point of Personal Privilege**

Rep. Baker: Mr. Speaker.

Speaker: For what purpose does the gentleman from \_\_\_\_\_ rise?

Rep. Baker: I rise to a point of personal privilege.

Speaker: State your point.

Rep. Baker: I would like to apologize to one of my colleagues for a statement I made in debate . . . . [for example]

## COMMENTARY

### Postponed Consideration

If a bill fails to pass, but gets at least 47 “aye” votes, the principal sponsor can have consideration postponed. It is the sponsor’s privilege.<sup>19</sup> The sponsor must make the request before the result is announced, but it can be after the vote and even after verification.<sup>20</sup>

If consideration is postponed, no official roll call is recorded. However, the sponsor may informally ask the Clerk to provide a copy of the discarded roll call sheet, if it is available. The bill goes on the order of Postponed Consideration—from which it may be called only once, and it cannot again be postponed.<sup>21</sup> During busy session times, the order of Postponed Consideration is not likely to be called soon or during prime time, since priority will normally be given to bills that have not yet had their first votes.

### Obtaining Recognition

Members address the House only when recognized by the Presiding Officer, who is always addressed as Mr. (or Madam) Speaker. The microphones are controlled by the House electrician, who turns them on and off in accordance with the Presiding Officer’s recognition.

To obtain recognition, a member presses the “speak” button on the desk, causing a light to flash on the console at the Speaker’s table. During busy debate, several lights may be flashing simultaneously and a member may decide to rise and signal the Presiding Officer. This is frowned on during debate, unless the member has a legitimate reason for interrupting.

A member interrupting an item of business should always state the purpose of the interruption before actually making the procedural point, objection, or motion. This helps the other members follow the events. It also saves time by permitting an objection to be voiced or permitting the Chair to rule the member in or out of order with a minimum of distraction.

The Rules say that questions “affecting the rights, reputation, and conduct of members of the House in their representative capacity” are matters of personal privilege.<sup>22</sup>

### Returning Bills to Second Reading

Sometimes a bill already on the order of Third Reading requires an amendment. Someone may have found an error in it, or the sponsor may need to compromise a point to get additional support. The bill must be returned to Second Reading to be amended.

The House Rules mention two other kinds of situations in which a bill needs to be returned from Third Reading to Second Reading for an amendment:

- (1) A bill’s Third Reading occurs after May 31, and it contains an effective date earlier than June 1 of the following year, but it does not receive the three-fifths vote (71 votes) needed to make that effective date valid.<sup>23</sup>
- (2) A bill seeks to limit home-rule powers, but lacks the three-fifths vote needed to do so.<sup>24</sup>

In either kind of situation, the bill is not declared passed, and the sponsor has the right to have it returned to Second Reading for an amendment deleting the provision that needed a three-fifths vote. Leave can also be given for bills to be returned to Second Reading for other kinds of amendments. But all such proposed amendments (since they are floor amendments) must have approval from the Rules Committee or another committee.<sup>25</sup>

## **Interrupting Proceedings (cont'd)**

### **Point of Order**

A point of order may be raised at any time by any member and requires an immediate ruling. It is not a motion, and is not debatable.

Member: Mr. Speaker.

Speaker: For what purpose does the lady from \_\_\_\_\_ rise?

Member: I rise to a point of order.

Speaker: State your point.

Member: There is no fiscal note with this bill, and I object to its consideration until the rule is complied with.

[for example, or]

The amendment is not germane to the bill.

[The Presiding Officer then rules on the point of order and may state the reason.]

Speaker: The point is well taken (or not well taken).

### **Appeal Ruling of the Chair**

Any member can appeal a ruling of the Chair on a point of order unless an intervening item of business has already occurred. Such an appeal can be briefly debated (2 minutes by the proponent, 2 minutes by another member in response, and 1 minute by the proponent to close). Such a motion is not taken lightly. Some consider it a personal affront to the Presiding Officer. It is used occasionally to highlight frustration at being in a minority position, or to make a point to the news media. Overruling the Chair requires 71 votes.<sup>26</sup>

Member: Mr. Speaker, I appeal the ruling of the Chair. [Explains.]

Speaker: The question is, "Shall the ruling of the Chair be sustained?" All those in favor will signify by voting aye; those opposed vote no. . . .

[Announces result.]

## **Interrupting Proceedings (cont'd)**

### **Parliamentary Inquiry**

A member who wants information about the issue before the House can seek the floor for a parliamentary inquiry. It is not a motion, but only a request for information, so is not debatable or amendable.

Member: Mr. Speaker.

Speaker: For what purpose does the lady from \_\_\_\_\_ rise?

Member: I rise on a point of parliamentary inquiry.

[or]

I rise on a point of information.

Speaker: State your point.

Member: Mr. Speaker, I would like to be advised by the Chair what the required vote is on the question.

[or]

Mr. Speaker, does the amendment offered conflict with the amendment just adopted?

### **Motion for Previous Question**

This motion, to end debate, is not debatable and requires 60 votes to pass.<sup>27</sup>

Member: Mr. Speaker.

Speaker: For what purpose does the gentleman from \_\_\_\_\_ rise?

Member: I move the previous question.

Speaker: The question is, "Shall the main question be put?" All those in favor vote aye; all opposed vote no. . . . The previous question prevails. [Proceeds to hold vote on the main question.]

[or]

The motion is lost. Is there further discussion?

## FREQUENT MOTIONS

Motions (except to adjourn, recess, or postpone consideration) must be made in writing if the Presiding Officer so chooses. The Presiding Officer may refer a motion to the Rules Committee.<sup>28</sup>

### Table a Bill

Member: Mr. Speaker, I move to table House Bill 6002. [The sponsor of a bill can move to table it at any time with leave of the House.]

Speaker: The gentleman moves to table House Bill 6002. Is leave granted?

Members: [Indicate assent.]

### Suspend a Rule

A motion or request to suspend a rule must specify the rule sought to be suspended. The movant should state the reason for seeking suspension. A rule can be suspended with the unanimous consent of members present, or on a motion supported by 60 votes—unless the rule to be suspended requires more votes.<sup>29</sup>

Member: Mr. Speaker, I move to suspend Rule 67 for the purpose of \_\_\_\_\_.

Speaker: The lady has moved to suspend Rule 67 for the purpose of \_\_\_\_\_.

Are there any objections?

[If there are objections, the motion must be put to a vote.<sup>30</sup>]

Speaker: The lady has moved the suspension of Rule 67. This requires 71 votes. Those in favor please signify by voting aye; those opposed vote no. [States result]

### Discharge a Standing or Special Committee

This motion must be in writing, and must be on the calendar for one legislative day. It needs 60 votes to pass.<sup>31</sup>

Member: Mr. Speaker, I move that the \_\_\_\_\_ Committee be discharged from further consideration of House Bill 3002 and that the bill be placed on the calendar on the order of Second Reading. [The maker of the motion may state support from the committee chairman and minority spokesman. The chairman and spokesman will be recognized for their positions on the motion.]

Speaker: The question is whether the \_\_\_\_\_ Committee be discharged from further consideration of House Bill 3002. Those in favor signify by voting aye; opposed vote no. [States result.]



## Frequent Motions (cont'd)

### Take From Table and Put on Calendar

This motion requires 60 votes if the Rules Committee has recommended that the bill be taken from the table; otherwise it requires 71 votes.<sup>32</sup>

Member: Mr. Speaker, I move to take House Bill 3579 from the table and place it on the calendar on the order of Second (or Third) Reading.

Speaker: The gentleman has moved that House Bill 3579 be taken from the table and placed on the calendar on the order of Second (Third) Reading. The question is on the motion. Those in favor signify by voting aye; opposed vote no. The ayes are \_\_\_\_\_, the nos are \_\_\_\_\_. The motion is carried (or lost).

### Reconsider a Vote

Speaker: For what purpose does the gentleman from \_\_\_\_\_ rise?

Member: Mr. Speaker, having voted on the prevailing side, I move that the vote by which the amendment (or bill) was adopted (or passed) be reconsidered.

Speaker: The question is on the motion to reconsider. Those in favor signify by saying aye; those opposed vote no. The motion prevails (or fails).

### Technique to *Prevent* a Vote From Being Considered Again

Member: Mr. Speaker, having voted on the prevailing side, I now move that the vote by which the amendment to House Bill 2501 was adopted be reconsidered.

Other Member: [After recognition by the Speaker.] I move that the motion lie upon the table.

Speaker: The gentleman from \_\_\_\_\_ moves that the vote by which the amendment to House Bill 2501 was adopted be reconsidered. The lady from \_\_\_\_\_ moves that the motion lie upon the table. The question is on the motion to table. Those in favor signify by saying aye; those opposed vote no. [States result.]

[This technique prevents a vote from being considered again, because no further motions to reconsider can be entertained if a first one has been tabled.<sup>33</sup>]

## JOINT ACTION BETWEEN THE HOUSES

### Senate Bills

Senate bills arriving in the House are read a first time and referred to the Rules Committee, like House bills.<sup>34</sup> Their Senate sponsors must find sponsors for them in the House, just as House sponsors must in the Senate.

Procedures on Second and Third Reading are the same as for House bills. But the deadlines in the spring legislative session allow Senate bills to be heard in the House later than House bills, since House bills need to be passed and sent to the Senate in time to be considered there.

### House Bills Amended in the Senate

If a bill passed the House but was amended in the Senate, when it returns to the House its House sponsor can move to concur or non-concur in each Senate amendment. Each motion to concur will be referred to the House Rules Committee or another committee.<sup>35</sup> If that committee refers the bill to the full House, it is put on the order of Concurrence.

Speaker: On the order of Concurrence. House Bill 901. Read the bill, Mr. Clerk.

Clerk: House Bill 901. The motion to concur in Senate Amendments 1 and 2 has been filed by Representative \_\_\_\_\_ and has been approved for consideration.

Speaker: The chair recognizes Representative \_\_\_\_\_ [House sponsor].

Sponsor: Mr. Speaker, I move that the House concur (or refuse to concur) in Senate Amendments No. 1 and 2 to House Bill 901. [Explains Senate amendments.]

### Conference Reports

If the House refuses to concur with one or more Senate amendments, the House will ask the Senate to recede from them. If the Senate refuses, the bill's sponsor can ask for appointment of a conference committee. Each conference committee has five members from each house—three of the majority and two of the minority party. Conference Committee reports are automatically sent to the Rules Committee, which may refer them to substantive committees.<sup>36</sup>

Speaker: On the order of Conference Committee Reports. The Conference Committee Report on House Bill 601. Read the bill, Mr. Clerk.

Clerk: House Bill 601. The motion to adopt the Conference Committee Report has been filed by Representative \_\_\_\_\_ and has been approved for consideration.

Speaker: The chair recognizes Representative \_\_\_\_\_ [House sponsor].

Member: Mr. Speaker, I move that the House adopt (or refuse to adopt) the Conference Committee Report on House Bill 601.

[If the conference committee report is not adopted, a second conference committee can be appointed and the process followed a second time. If a second conference committee is unsuccessful, the bill is dead.<sup>37</sup>]

## RESOLUTIONS

### Constitutional Amendment

Constitutional amendment resolutions require action by both houses, but do not go to the Governor. Procedurally they are handled much like bills, with First Reading, committee hearing, Second Reading, and passage or failure on Third Reading.<sup>38</sup>

The following actions are all done by joint resolution:

- Proposed amendments to the Illinois Constitution.
- Calls for an Illinois constitutional convention.
- Ratification of amendments to the U.S. Constitution proposed by Congress.
- Petitions to Congress to call a U.S. constitutional convention.

### General

Other kinds of resolutions address housekeeping matters such as setting the time for the next week's session (the adjournment resolution); creating special committees or task forces; urging some other body to do or not to do something; requesting investigations or audits; or making pronouncements on public issues. Except for adjournment resolutions, these normally go to committees for hearings.

Resolutions usually require only a simple majority of those voting to pass. But the Rules require 60 votes to pass any resolution that would require spending of state funds,<sup>39</sup> and 71 votes to pass a resolution related to amending the U.S. Constitution.<sup>40</sup> In addition, the Illinois Constitution requires the vote of three-fifths of the members elected (71) to send the voters a proposed amendment to the Illinois Constitution.<sup>41</sup> Roll calls are required in all these cases.

Speaker: The gentleman from \_\_\_\_\_ is recognized in regard to House Resolution 372.

Sponsor: I move to suspend Rule 16 for the immediate consideration of House Resolution 372. The subject of the resolution is . . . .

Speaker: The question is on the suspension of Rule 16 for immediate consideration of House Resolution 372. Those in favor vote aye; those opposed vote no.

[Unless that rule is suspended, the resolution is sent to the Rules Committee, which may in turn refer it to another committee or back to the full House. If the rule is suspended, the following dialog may occur.]

Member: I move the adoption of House Resolution 372. [Proceeds to explain resolution.]

Speaker: The gentleman offers and moves the adoption of House Resolution 372. The question is on the motion. Those in favor signify by saying aye; opposed vote no. The resolution is adopted (or lost).

### **Congratulatory**

Any member can file a congratulatory resolution, but must pay a fee to the Clerk for the cost of producing it. These resolutions are generally adopted in groups, and are identified in the Journal only by number, sponsorship, and subject.<sup>42</sup>

### **Death**

Death resolutions for former members of the General Assembly, and former statewide officers,<sup>43</sup> are traditionally taken up as the last item of business of the day. The members rise, the death resolution is read in full by the Clerk, and the House adjourns after adopting the resolution.

- Notes
1. House Rules 4(c)(3) and (20), and 31 (introductory clause), 95th General Assembly.
  2. House Rules 18(a) and 37(d), 95th General Assembly.
  3. See House Rule 18(b), 95th General Assembly.
  4. House Rule 40(b), 95th General Assembly.
  5. House Rule 40(g), 95th General Assembly.
  6. House Rule 18(e), 95th General Assembly.
  7. House Rule 60(e), 95th General Assembly.
  8. House Rules 18(e) and 40(e), 95th General Assembly.
  9. House Rule 52(a)(5), 95th General Assembly.
  10. House Rules 40(b) and 102(11), 95th General Assembly.
  11. House Rule 52(a)(1) to (4), 95th General Assembly.
  12. House Rule 52(e), 95th General Assembly.
  13. House Rule 52(a)(2) to (4), 95th General Assembly.
  14. House Rule 59, 95th General Assembly.
  15. House Rule 49, 95th General Assembly.
  16. 25 ILCS 20/1.
  17. House Rule 56(c), 95th General Assembly.
  18. House Rule 56(a), 95th General Assembly.

19. House Rule 62, 95th General Assembly.
20. House Rules 50 and 56(a), 95th General Assembly.
21. House Rule 62, 95th General Assembly.
22. House Rule 51(b), 95th General Assembly.
23. House Rule 69(b), 95th General Assembly.
24. House Rule 70, 95th General Assembly.
25. See House Rules 40(e); 69(b) (last sentence); and 70 (last sentence), 95th General Assembly.
26. House Rule 57(a), 95th General Assembly.
27. House Rule 59(a), 95th General Assembly.
28. House Rule 54(a)(1), 95th General Assembly.
29. House Rule 67(e), 95th General Assembly.
30. House Rule 67(e), 95th General Assembly.
31. House Rule 58, 95th General Assembly.
32. House Rule 61(a), 95th General Assembly.
33. House Rule 65(c), 95th General Assembly.
34. House Rules 18(a) and (b), and 37(d), 95th General Assembly.
35. House Rules 72(a) and 75(a), 95th General Assembly.
36. House Rules 73 and 18(e), 95th General Assembly.
37. House Rule 76(c), 95th General Assembly.
38. See House Rules 16(a), 46, and 47, 95th General Assembly, and Ill. Const., art. 14, subsec. 1(a).
39. House Rule 45(c), 95th General Assembly.
40. House Rule 47, 95th General Assembly.
41. Ill. Const., art. 14, subsec. 2(a); see also House Rule 46, 95th General Assembly.
42. House Rule 16(b), 95th General Assembly.
43. See House Rule 16(c), 95th General Assembly.



