

**BOARD OF TRUSTEES OF THE  
EMPLOYEES' RETIREMENT SYSTEM  
OF THE CITY OF BALTIMORE**

**POLICY FOR REVISITING A COMPLETED VOTE**

*Adopted July 17, 2005.*

*Amended March 19, 2015.*

The Board of Trustees ("Board") of the Employees' Retirement System of the City of Baltimore ("Retirement System") has adopted Roberts Rules of Order as its parliamentary procedure authority by the Open and Closed Meeting Policy (Amended 11/21/2014). However, Roberts Rules of Order are silent or unclear about certain aspects of revisiting an approved motion. The purpose of this policy is assist the Board with guidelines for revisiting or changing a decision already made, such that the process is clear and consistent. Although a rare occurrence, revisiting a decision is an important element of the deliberative process, and should be formalized for the sake of continuity, credibility, and transparency. The policy gives sufficient weight to a properly-approved Board decision, as to prevent dilatory attempts to delay or frustrate Board business.

I. Procedure to Revisit a Completed Vote

A. Motion to Reconsider – a motion that brings the original motion before the body, exactly as the motion appeared before the vote was cast.

1. The motion to reconsider must be made and seconded at the same meeting as the original motion.
2. The motion to reconsider must be made by a trustee from the prevailing side of the original vote.
3. The motion to reconsider may be seconded by any trustee.
4. The motion to reconsider cannot be amended.
5. The motion to reconsider can be debated, and the debate may go to the merits of the original question being reconsidered.
6. The motion to reconsider requires a majority vote of those trustees present.
7. The motion to reconsider can be dealt with ("called up") immediately; or if requested by the maker, the motion to reconsider can be delayed and brought back (to call up the motion) at the next meeting, so long as an unreasonable business delay will not occur. The Secretary will determine whether an "unreasonable business delay" will occur.

8. No action or discussion between the Board or staff and outside parties should take place until the motion to reconsider is dealt with.

9. The motion to reconsider expires if not called up by the close of the next meeting (by the maker of the motion to reconsider, or if the maker is not present, by another trustee).

10. The motion to reconsider may not itself be the subject of a motion to reconsider.

B. Motion to Rescind – a motion that erases the original motion and any subsequent vote, as if the original motion had not been made.

1. The motion to rescind must be made and seconded at the same meeting as the original motion.

2. The motion to rescind may be called up at the following meeting, if in the opinion of the Secretary, an “unreasonable business delay” will not occur.

3. The motion to rescind expires if not called up by the close of the next meeting (by the maker of the motion to rescind, or if the maker is not present, by another trustee).

4. A motion to rescind requires a majority vote of those trustees present.

5. Any trustee may offer a motion to rescind.

6. The maker of the motion to rescind may accept friendly amendments; however, he or she is under no obligation to do so.

7. The motion to rescind can be debated, and the debate may go to the merits of the original question.

8. The motion to rescind may not be offered if a motion to reconsider is outstanding.

9. No action or discussion between the Board or staff and outside parties should take place until the motion to rescind is dealt with.