

RESOLUTIONS GUIDE

2009-2010

WHEREAS: A resolution is a statement of policy or position on an issue;

WHEREAS: A resolution should only address one issue;

WHEREAS: A resolution is the same as a main motion, it is debatable, amendable, can be reconsidered, tabled, etc, and requires a majority vote;

WHEREAS: There are two steps in writing a resolution;

WHEREAS: The preamble is the first step to writing a resolution and it identifies and explains the problem;

WHEREAS: The resolve is the second step in writing a resolution and it proposes a solution to the problem;

WHEREAS: Sometimes it is easier to start writing the resolution with the resolve and then the whereas;

THEREFORE BE IT RESOLVED: That a resolution is necessary if change is needed,

AND BE IT FURTHER RESOLVED: That if the resolution effects other bylaws, they must all be included in the resolution,

AND BE IT FURTHER RESOLVED: All resolutions are to be written in triplicate, signed by two Delegates, or by a vote of the Unit or District,

AND BE IT FURTHER RESOLVED: That the resolution must be sent to Department Headquarters no less than 30 days prior to Department Convention

AND BE IT FURTHER RESOLVED: That once the resolution is reviewed by the appropriate committee, the resolutions committee will review, and if accepted at the pre-convention meeting, the resolution will be presented on the floor for voting

AND BE IT FURTHER RESOLVED: That once the convention delegates vote on the resolution and it passes, the resolution is implemented

AND BE IT FURTHER RESOLVED: That you have just learned how to write a resolution.

If we can be of any further help this coming year, please do not hesitate to call on us.

Your Resolution Committee:

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The following rules pertaining to resolutions are taken from the proposed convention rules, as voted on at the last Department Convention.

1. Any resolution or recommendation involving the expenditure or appropriation of monies shall be referred to the Department Pre-convention Finance Committee before being considered. The Department Pre-convention Committee shall act upon the resolution or recommendation and mark its action on the resolution. The Finance Chairman will attest by signature. It shall then be returned to the Committee of origin for its consideration. This does not preclude consideration of any new business which may be brought up on the Convention floor.
2. Resolutions regarding action by The American Legion may be called for as directed by the Department President. Resolutions or recommendations in conflict with the policy of the American Legion shall not be considered.
3. All resolutions shall be presented by the Resolutions Committee and shall be voted upon individually as presented, with the exception of courtesy resolutions.
4. Resolutions in writing signed by two duly qualified delegates may be presented from the floor when there is nothing before the Convention, and shall at once be referred without discussion to the Resolutions Committee.
5. Resolutions acted upon by any committee shall be presented in writing by that Committee Secretary to the Resolution Committee within one hour after adjournment of that committee. Resolutions referred to each committee by the Resolutions Committee shall be returned to the Resolutions Committee immediately after the Committee has acted upon them. They shall be marked with the action taken.
6. The Resolutions Committee shall give the proponent of a resolution the opportunity to explain said resolution. The Resolution Committee shall report to the Convention all resolutions properly presented to them and accepted by a majority vote of the committee to which they were referred.
7. Any committee may amend resolutions before favorably reporting same. All resolutions rejected by a committee shall be marked "Rejected" signed by the chairman and returned to the Resolutions Committee.
8. A resolution presented properly and rejected by a committee may be brought before the Convention by a majority vote of the Convention body. Also, any resolution adopted by a pre-convention committee and rejected by the Resolutions Committee shall be brought to the attention of the Convention for information and explanation.

*Reminder: The Resolutions Committee does not consider recommendations.
Recommendations are presented by the Committee Chairman.*