

<b>Policy Area:</b> Committees	<b>Bylaws:</b> V. A. and E., VI. E.
<b>Title of Policy:</b> Resolutions Committee	<b>Number of pages:</b> 2
<b>Cross References:</b> Committees	<b>Page Number:</b>
<b>Approved Date:</b> 1/20/2016 <b>Review/Revision Dates:</b> 9/12/2018	<b>Approved by:</b> MABE Board of Directors

- I. **Policy Statement:** Continuing Resolutions as adopted by the membership of the Association provide statements on public policy and legislative issues to guide the development of the Association’s policy and legislative positions. A resolution is composed of two parts: a. “Whereas” clauses: summarize the rationale and historical context for the resolution; b. "Resolved" clauses: contain the position to be taken on the issue and/or actions to be taken by the Association, local boards, and public officials.
  
- II. **Rationale or background to policy:** The Resolutions Committee is charged with approving a report for adoption by the membership at the Annual Business Meeting which includes recommendations based on the Committee’s review of current resolutions, request for and consideration of new or amended resolutions submitted by member boards, drafting of new resolutions, and recommended removal of outdated resolutions.
  
- III. **Procedures:** The chair and members of the Committee are appointed by the President for a one (1) year term. There are no term limits for members to serve on this Committee. It is anticipated that the membership of the committee will be in the range of 8 – 12 local board members and no more than one member of any local board may be appointed.
  - A. The chair contacts members of the Committee and develops a meeting schedule for the Committee’s work.
  - B. Meetings can be held in person, via conference call, or online.
  - C. The chair works with the designated staff member to coordinate meetings and arrange for meeting space.
  - D. The Committee reviews current resolutions to consider any needed amending or removing of resolutions.
  - E. The Committee may submit its own proposed new resolution or amendments to any current existing resolution.
  - F. The Association annually sends to each member board a request for any new and/or amended resolution proposals.
    - 1. Submissions received at least one week prior to the June/July meeting of the Committee will automatically be reviewed by the Committee, to form recommendations.
    - 2. The Committee recommends to the general membership during the Annual Conference either: adoption, adoption with amendments, against adoption, or makes no recommendation.

3. The Committee provides a report including all recommendations and rationale for those recommendations concerning proposals submitted at least a week prior to the July meeting of the Committee by any member board.
- IV.** The Association staff will provide a draft resolutions report to the Executive Director and the Committee chair prior to the June/July meeting of the Committee.
  - V.** Resolutions submitted by member boards after the June/July meeting of the Committee.
    - A. A member board must provide 100 copies to the Resolutions Committee chair prior to the meeting of the Committee at the Annual Conference.
    - B. A late submitted resolution will be reviewed by the Committee during their meeting at the Annual Conference for its recommendation, and then forwarded to the full membership for consideration at the Annual Business Meeting.
    - C. The Committee recommends either: adoption, adopt with amendments, against adoption, or makes no recommendation.
    - D. The Committee chair informs the submitting member board of the Committee's decision regarding any submitted resolution. If the submitting member board disagrees with the Committee's recommendation, the member board may offer amendments to the recommendation or bring the rejected proposal to the Annual Business Meeting.
  - VI.** At least 30 days prior to the Annual Conference, the Resolutions Committee report, including all recommendations and rationale for those recommendations, concerning Committee proposals for action at the Annual Business Meeting shall be forwarded to each member board and each local board member.
  - VII.** Annual Business Meeting
    - A. The President, prior to the report of the Committee, may determine the time limit for debate and discussion.
    - B. In order to take effect, a resolution must be adopted by a simple majority at the Annual Business Meeting.
  - VIII.** Adopted resolutions, as a combined report and individual resolutions, are to be posted promptly on the Association website and distributed to public officials in accordance with the resolution.