

## **RESOLUTIONS COMMITTEE**

### **I. STATEMENT:**

The Resolutions Committee shall consist of the President-elect who shall serve as chair, the Parliamentarian and the Directors and co-chairs of the Legislative Study Committees. This committee may formulate resolutions to be presented to the Executive Board and to WSLC for action.

### **II. DUTIES:**

- A. Attend all meetings of the Council and the Executive Board.
- B. Attend seminars and workshops where appropriate.
- C. Have the Parliamentarian review all resolutions as to form and language before presentation to the Executive Board and Council of Delegates for action.
- D. Be familiar with the WSLC Bylaws, General Membership Standing Rules and Board of Directors Standing Rules.

### **III. PROCEDURES:**

- A. Be familiar with the ways a resolution can be initiated and adopted.
  - 1. The Resolution Committee may formulate a resolution and present it to the Executive Board for action. After a resolution has been adopted by a majority of board members it shall be presented to the WSLC for action, providing one or more programs on the issue in question have been presented. Adoption requires a majority vote of the delegates present and voting.
  - 2. As a result of Legislative Committee study, a Legislative Committee Director or Co-chair may prepare a resolution for presentation to the committee. If the resolution is adopted by a majority vote of the committee members present and voting, it shall be submitted to WSLC for action, providing one or more programs on the issue in question has been presented. Final adoption requires a majority vote of WSLC members present and voting.
  - 3. A written resolution may be initiated from the floor provided one or more programs on the issue in question has been presented to WSLC meeting. Adoption requires a majority vote of the members present and voting.
  - 4. If an affiliate desires to bring resolutions before WSLC on matters of state-wide interest, it shall follow the same procedures as outlined for Legislative Committees.
- B. All resolutions, before submitting to WSLC, shall be reviewed by the Parliamentarian for form and content as prescribed in the current edition of Robert's Rules of Order Newly Revised.
- C. When a resolution is passed by a majority vote of the members present and voting, it shall be signed by the President and the appropriate Legislative Committee Co-chairs and shall be duplicated and appropriately distributed as directed by the Board of Directors.

#### **IV. BIENNIAL REPORT:**

A report of the work of the Resolutions Committee shall be submitted at the time of the biennial business meeting. There shall be four (4) copies submitted, one (1) to remain with the Policy Chair for the President –elect Board Handbook and remaining three (3) to be distributed to the President, Recording Secretary and Historian.

#### **FOR REFERENCE:**

A complete set of the job descriptions is contained in the Executive Handbook which is in the possession of the President, President-elect, first and second Vice Presidents, Recording Secretary, Parliamentarian, Policy Chair and Immediate Past President.

Drafted August 2013  
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