**GFWC-WI Resolutions Committee**

**Procedural Guidelines**

The purpose of this committee is to provide the members with the resources to engage, educate and advocate for the Federation’s resolutions. Members are challenged to facilitate an impact on resolutions at all levels by becoming better informed, engaged, and able to make a difference while remaining nonpartisan in outreach efforts.

**Member Involvement**

Goal: To encourage members to make an impact through civic participation.

* Involve members in developing Federation policy positions through participation in the process of formulating and implementing the Resolutions of GFWC-WI and GFWC.
* Participate in issue-awareness programs and non-partisan panels.
* Subscribe to The GFWC Clubwoman Magazine, GFWC News and Notes and other issues-oriented nonpartisan publications.
* Meet with legislators in their home offices to discuss concerns

**Ideas for Advocacy**

Goal: To develop and implement a club advocacy plan of action to gain support on an issue or specific piece of legislation.

* Develop and distribute a directory of public officials including contact information.
* Hold letter writing sessions to state positions on issues.
* Contact public officials to discuss issues.
* Network with other groups and establish coalitions for public policy and legislative initiatives.
* Attend public forums and meetings on issues of importance an interest to the club.
* Study and respond to GFWC public policies by promoting awareness, debate and action on pending legislation.
* Discuss proposed resolutions and/or amendments published in the annual Call to Convention of both GFWC and GFWC-WI so that the delegate to the convention may participate, debate and vote the club’s decision.

**Resolutions**

Goal: To raise awareness of the impact of resolutions.

**Why Have Resolutions?**

* Resolutions are a tool for advocating important issues at local, state and national levels.
* Resolutions, upon adoption, become an integral art of the policies of GFWC-WI and its members. If a subject is not addressed by a resolution, members cannot use GFWC’s or GFWC-WI’s support to advocate for or against an issue.

**Resolution Rules**

* The subject matter of all resolutions shall be germane to the interests or work of the GFWC-WI and its parent organization.
* Specific methods of implementation shall be outlined in the resolutions when appropriate.
* The Resolutions Committee shall review all resolutions, including emergency resolutions, before presentation to the Board of Directors or Convention.
* Any proposed resolution presented to the committee which is not recommended by the committee may be presented as a motion to the convention body as a matter of new business except motions to rescind which shall be included in the call to Convention to provide proper notice to the membership.
* Resolutions submitted shall be accompanied by supporting documents and shall be submitted no later than November 1st along with supporting material.
* Except for emergency resolutions and resolutions originating under new business, all resolutions to be presented shall be incorporated into the Call to Convention.
* Emergency resolutions are those whose subject matter has arisen since the preparation of the Call.
* Emergency resolutions may be presented only by those eligible to present resolutions and must be reviewed by the committee and the Board of Directors prior to presentation to the convention body.
* All resolutions which have been in force for four years shall automatically be reviewed by the committee for timeliness, change of opinion, etc.
* Resolutions shall be in force until rescinded by the delegate body.
* The committee shall give notice of those resolutions to be rescinded, amended, or remain unchanged in the Call to Convention.

**Format oF a Resolution**

Resolutions must be typed and submitted in the following manner:

**Program Area** where resolution is to be placed.

**Title** of the resolution

**WHEREAS** - provides the statement of facts.

**RESOLVED** – states position and suggests action.

Example:

**WHEREAS** the GFWC-WI encourages members to be advocates in action; and

**WHEREAS** legislative positions taken by GFWC-WI must be based on consensus of the members, therefore, be it

**RESOLVED** that the GFWC-WI encourages its member clubs to submit relevant resolutions for consideration by membership.

Submitted by

Member’s name, Club, District

**Timeline of a Resolution**

* Member/Club becomes aware of an issue of state, national or international importance.
* Member/Club formulates a resolution and has club approval for presentation.
* The Member/Club submits the resolution along with supporting materials to the Resolutions Committee Chairman postmarked no later than Nov. 1st.
* The committee reviews the resolution for proper form and germaneness.
* The committee may then submit the resolution for approval to the GFWC-WI Executive Board.
* If it is accepted, then it is read to the GFWC-WI Board of Directors at the Winter Workshop and will appear in the Call to Convention issue of *The Clubwoman*.
* Members throughout the state may then review the proposals and share their opinions and information with the delegates who will attend the convention.
* It will then be read and voted upon at convention.
* If the resolution is national or international in scope, it may be submitted to the GFWC Resolutions committee of consideration.
* If accepted there, it may be presented at an International Convention of GFWC for vote.
* If adopted, it becomes part of the policy of GFWC and any recommended action shall be implemented.
* Any resolution adopted at state or national level will automatically be reviewed every four years, possibly be presented for action, and will remain in effect until its purpose is completed at which time it will be recommended to be rescinded.
* After adoption, the master copy of Resolutions needs to be updated.

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