

WACD POLICY # 2012-008
RESOLUTIONS POLICY

Resolutions are a primary tool by which the Washington Association of Conservation Districts (hereinafter referred to as “the Association”) establishes policies and actions on behalf of its members. Resolutions should be prepared and developed in a thoughtful manner, should be timely, and should meet criteria set by the membership. Resolutions should be processed by the Association in an orderly manner. In addition to reporting to membership actions taken by the Association in response to resolutions adopted, it is important that the Association track and follow-up on resolutions that require actions by partners and others.

The Association hereby establishes the following policy as a basis for and response to the adoption of resolutions by the membership.

- A. Resolutions may be submitted to the Association by any conservation district or Association committee, and by authorized task forces.
- B. Resolutions shall meet the following format criteria:
 - 1. The resolution is on a single topic that has regional, state or national significance.
 - 2. The resolution specifies a desired outcome(s) and timeframe for action.
 - 3. The resolution is consistent with the mission, goals (at least one) and strategic direction of the Association.
 - 4. The resolution is achievable by the Association’s or membership’s staff and resources.
- C. It is the intent of the Association that conservation districts submit their resolutions through resolution approval at the fall area association meetings, and subsequent consideration at the Association’s Annual Meeting.
- D. All resolutions submitted to the Association shall be reviewed by the Executive Committee and assigned to the appropriate Association committee by the Executive Committee.
- E. Submitted resolutions shall be reviewed by the assigned committee in preparation for the Association Annual Meeting. Committees shall present and act on assigned resolutions during committee sessions at the Annual Meeting.

- F. Resolutions shall be processed and brought before the general assembly membership at the business session of the Annual Meeting in accordance with Association committee operating policies and procedures.
- G. Resolutions adopted by membership shall remain in effect for five years, after which they shall sunset unless adopted as a new resolution. Resolutions converted into Association policy or bylaws do not need to be reinstated as resolutions.
- H. Within 60 days of the Annual Meeting, the Executive Committee shall establish a tracking document that includes the title, source, description and status of each resolution adopted at the Annual Meeting.
- I. Within 90 days of the Annual Meeting, the Association, through the Executive Director, shall transmit applicable adopted resolutions to the Washington State Conservation Commission, the USDA Natural Resources Conservation Service, and to any other agency or organization to which resolutions apply or by which action is required.
- J. The Executive Committee, through the Executive Director, shall report on the status of adopted resolutions at the Association's Board of Directors meetings, at fall area association meetings, and at the Annual Meeting.
- K. The Executive Committee, through the National Director, shall transmit applicable adopted resolutions to the National Association of Conservation Districts (NACD), shall report on the status of resolutions transmitted to or adopted by NACD, and shall request same of NACD regarding any national follow-up action taken by NACD.
- L. The Executive Committee may petition the Association Board of Directors for relief from action on an adopted resolution when the Executive Committee finds that it is beyond Association resources to accomplish the resolution, or when the Executive Committee finds that a resolution is in conflict with other resolutions or activities vetted with membership and underway by the Association. The Board of Directors may grant such relief, and shall inform the source area(s) and authoring conservation district(s) of such action.