



## Call for Resolutions

alPHA members are invited to submit resolutions for consideration at the 2020 alPHA Annual General Meeting & Resolutions Session during the Annual Conference in June.

It is important that resolutions are drafted using the "**Procedural Guidelines for alPHA Resolutions**" found by [clicking here](#).

We request that resolutions be limited to **one** operative clause **per issue** (other than specific directions on whom to advise) to allow for focused advocacy and monitoring.

### Who may submit?

- a member board of health
- a Section Executive Committee, or general meeting of a Section
- the alPHA Board of Directors, its Executive Committee or a Standing Committee of the Association; or
- an Affiliate member organization

### What is required?

- resolutions must first be endorsed by a properly constituted body, i.e. a board of health, a Section of alPHA, etc.
- a covering letter specifying your submission must accompany the resolution(s)
- proper formatting according to procedural guidelines, including clearly-worded introductory and operative clauses
- any concise background material to help prepare members voting on the issue

### When is the deadline to submit?

- **Friday, April 23, 2020, 4:30 PM for all resolutions that do not request a change in alPHA's Constitution.**
- **For resolutions to amend the alPHA Constitution, the deadline is April 8, 2020, 4:30 PM.**
- Taking into account that a late resolution may be necessary in response to a current event, you may bring a late resolution to the Resolutions Session. These late resolutions, however, will not have the benefit of being reviewed by alPHA's Executive Committee and there will be a vote during the Resolutions Session to determine if the membership will consider late resolutions. If the vote is successful, your resolution will be brought forward and considered.

### When will resolutions be debated by the alPHA membership?

- There will be a special session to consider resolutions immediately following the Annual General Meeting portion of the Annual Conference.

### How may I submit the resolutions?

- only electronic submissions in **MS Word** will be accepted; [click here](#) to download a template.
- e-mail to: Susan Lee, Manager, Administrative & Association Services, alPHA  
[susan@alphaweb.org](mailto:susan@alphaweb.org)