

Resolution Process

Resolution Submission

1. Resolutions should be submitted to the NSFA Office by the second Monday of November or 2 weeks prior to the Annual Meeting, whichever is earlier.
2. Resolutions will be accepted from the floor at an Annual General Meeting at the discretion of the AGM Chair and Policy Advisory Committee Chair. A written resolution, supported by eligible submitters shall be presented to the recording Secretary prior to being forward to the Policy Advisory Committee Chair for presentation.

Resolution Content

1. All resolutions must be relevant to the vision, mission, values, and strategic goals of the organization.
2. Resolutions must be worded to include:
 - a. A clear background statement or addendum explaining the circumstances, opportunity, or problem to be addressed in the resolution (i.e. whereas clause)
 - b. A motion stating in clear and concise terms the desired outcome (i.e. therefore be it resolved).
3. NSFA staff is available to support the drafting of resolutions on request in an effort to ensure clear and effective resolutions.

Eligible Submitters

1. Resolutions must be submitted by a:
 - a. County/Regional Federation
 - b. Recognized commodity organization
 - c. Recognized affiliate organization
 - d. Group of five voting members of NSFA
2. When submitted by an organization the resolution must identify the submitter including whether the resolution was adopted at a board of directors meeting or annual general meeting of their organization.
3. When submitted by a group of individual farms, the resolution must be signed by the owner or designated representative of the NSFA member farm.

Resolution Process

Resolution Review

1. The Policy Advisory Committee shall review submitted resolutions to ensure they align with the vision, mission, values, and strategic goals of the organization.
2. The Policy Advisory Committee may seek further clarity or recommend wording changes to the resolution – these will be reviewed with the submitting organization/group for consensus.
3. Resolutions will be distributed with the Annual Meeting package.

Resolutions Procedure at the Annual Meeting

Every Annual General Meeting will have time allocated on the agenda during the members' only session to facilitate the processing of new resolutions.

1. The Resolutions Report should be tabled in the morning of the members' only session with debate to start at a later time in the meeting to allow for informal review and discussion of the resolutions.
2. PAC Chair to be appointed Chair of the resolution session by motion. Generally accepted procedural rules (i.e. Robert's Rules) shall be applied to the resolution session and specifically to the debate on resolutions.
3. The PAC Chair will only read the 'BE IT RESOLVED' portion of the resolution, except in the case of late resolutions, in which case the 'WHEREAS' part of the resolution will also be read.
4. Only voting members will be entitled to move, second and vote on resolutions. All members moving and/or speaking to resolutions will identify themselves to the Chair.

Actioning Resolutions

1. PAC is responsible to manage and oversee the resolution process including process management, resolution prioritization, and resolution action and follow-up.