

Introduction, Helpful Hints, & Important Notes for MCRC Precinct Committeemen (PCs):

Thank you for your interest in submitting a proposed Resolution to the MCRC Resolutions Committee!

Helpful Hints: SHORT, CLEAR, and CONSISTENT WORDING is BETTER! Being PROACTIVE and FOLLOWING THESE BASIC GUIDELINES is IMPORTANT! It is ultimately your responsibility, alone, to submit a Resolution conforming to the [MCRC Bylaws](#) and all related instructions and guidelines.

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Overall Resolution Format & Submission Deadline:

Resolutions must be submitted via the official MCRC Resolution Submission Template Form to the MCRC Resolutions Committee Chairman, Michal Joyner, at [michaljoyner@gmail.com](mailto:michaljoyner@gmail.com). The deadline for submissions is Wednesday, November 30th, 2022, at 11:59pm MST/Phoenix time. You may type up your Resolution, save it on your computer, either as an email draft or in your own word processing program as a file, copy and paste your Resolution into the fillable Template Form, download it as a pdf, then submit it via email as an attachment.

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Title:

The word count for the wording of the title of a Resolution is excluded from the 250-word count maximum. Although titles may help explain the theme and subject matter of a Resolution, please avoid extra-long titles.

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Sample Title Wording:

[Resolution on Improving the Federal Depository Library Program  
and Public Access to Government Information](#)

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Matching “Whereas” and “Resolved” Clauses:

Every issue brought up in the “Whereas” clauses should be dealt with in the “Resolved” clauses. Please remove any “Whereas” clause not addressed in a “Resolved” clause.

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(Continued Below)

“Whereas” Clauses:

1. “Whereas” should NOT be in capitals.
  2. “Whereas” should NOT have a comma after it.
  3. “Whereas” should NOT have a tab after it, but should just be the beginning of a typical sentence.
  4. The word after “Whereas” should NOT be capitalized unless it is normally capitalized.
  5. “Whereas” clauses should be left-justified.
  6. “Whereas” clauses should be separated by a semicolon (;).
  7. ONLY the next to the last “Whereas” clause should have an “and” after the semicolon.
  8. After the last “Whereas,” the semicolon should be followed by “now, therefore, be it”.
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Sample “Whereas” Wording:

Whereas the Federal Depository Library Program (FDLP) was designed to provide public access to government information through a cooperative network of geographically dispersed depository libraries;

Whereas the Government Printing Office (GPO) has taken leadership coordinating efforts to convert print and microform government information to electronic format;

Whereas a vast number of both print and born-digital publications are not included in FDLP, resulting in less public access and no guarantee of any future access;

Whereas there is no complete inventory or comprehensive catalogue of government publications necessary to facilitate efforts such as large-scale cooperative services, collection development, and housing of materials;  
and

Whereas regional depository libraries need support for maintaining retrospective hard copy collections of government publications; now, therefore, be it

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“Resolved” Clauses:

1. “Resolved” should be followed by a comma.
2. If the Resolution is addressed to, or refers to, a specific group or groups, the group(s) must be named in full (for example, American Library Association). The group(s) in both the “Whereas” and “Resolved” clauses may be followed by the acronym in parenthesis (for example, ‘American Library Association (ALA)’. Thereafter, the acronym may be used alone.
3. The typical phrasing for “Resolved” clauses naming a group(s) is “Resolved, that the American Library Association (ALA)”...
4. All “Resolved” clauses within a Resolution should use the objective form of the verb (for example: “Resolved, that the American Library Association (ALA), on behalf of its members: (1) supports...;”

(2) provides...; and [last resolved] urges...." rather than the subjunctive form of the verb (for example, "Resolved, that the American Library Association (ALA), on behalf of its members: (1) support...; (2) provide..; and [last resolved]. urge...").

5. Resolved clauses should be numbered with a period and tab after the number.
  6. "Resolved" clauses should be left-justified.
  7. The first letter of resolved clauses should NOT be capitalized.
  8. Only the next to the last resolved clause should have an "and" after the semicolon.
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Sample "Resolved" Wording:

Resolved, that the American Library Association (ALA):

1. urges the GPO to explore within current law all options for cooperative collection development and maintenance, including shared housing agreements between regional depositories and selective depositories;
  2. urges the Government Printing Office (GPO) to give priority to expanding the scope of the Federal Depository Library Program (FDLP) collection by capturing a greater percentage of digital and print fugitive government information products;
  3. urges the GPO to create an inventory of all government publications held in depository libraries;
  4. urges the GPO to coordinate depository library cataloging projects for pre-1976 and fugitive publications, and to incorporate them into the Catalog of Government Publications (CGP); and
  5. urges Congress to allocate sufficient appropriations to GPO to undertake these initiatives.
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Sample Resolution (Complete Form, including Title, Whereas, and Resolved Wording):

Resolution on Improving the Federal Depository Library Program  
and Public Access to Government Information

Whereas the Federal Depository Library Program (FDLP) was designed to provide public access to government information through a cooperative network of geographically dispersed depository libraries;

Whereas the Government Printing Office (GPO) has taken leadership coordinating efforts to convert print and microform government information to electronic format;

Whereas a vast number of both print and born-digital publications are not included in FDLP, resulting in less public access and no guarantee of any future access;

Whereas there is no complete inventory or comprehensive catalogue of government publications necessary to facilitate efforts such as large-scale cooperative services, collection development, and housing of materials;  
and

Whereas regional depository libraries need support for maintaining retrospective hard copy collections of government publications; now, therefore, be it

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2. urges the Government Printing Office (GPO) to give priority to expanding the scope of the Federal Depository Library Program (FDLP) collection by capturing a greater percentage of digital and print fugitive government information products;
3. urges the GPO to create an inventory of all government publications held in depository libraries;
4. urges the GPO to coordinate depository library cataloging projects for pre-1976 and fugitive publications, and to incorporate them into the Catalog of Government Publications (CGP); and
5. urges Congress to allocate sufficient appropriations to GPO to undertake these initiatives.

(245)

Word Count of above Sample Resolution, excluding Title: 245 words.

Providing a Word Count (in parenthesis) at the bottom of your proposed Resolution is helpful and appreciated. The Resolutions Committee will verify the word count of all proposed resolutions by using the following open, free, and easy-to-use Word Counter website (you're encouraged to use the same to independently establish the word count for your proposed resolution):

**Word Counter Website:** <https://wordcounter.net>

The screenshot shows the Word Counter website interface. At the top, the site name 'wordcounter.net' is visible. Below the navigation bar, the main content area displays '245 words 1,786 characters' in a large font. A warning message states 'Your text might contain writing issues - Check now'. Below this, a toolbar contains various editing tools like Grammar & Spell Check, Thesaurus, Case, Activity, Save, Goal, Auto-Save, Clear, Undo, Redo, and More. The text area contains the following content:

Whereas the Federal Depository Library Program (FDLP) was designed to provide public access to government information through a cooperative network of geographically dispersed depository libraries;

Whereas the Government Printing Office (GPO) has taken leadership coordinating efforts to convert print and microform government information to electronic format;

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5. urges Congress to allocate sufficient appropriations to GPO to undertake these initiatives.

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Please remember to provide the following important information to the MCRC Resolutions Committee:

1. PC author's name, legislative district number (LD#), precinct, email, phone number, and date submitted.
  2. All proposed Resolutions must be authored and submitted by MCRC Precinct Committeemen (PCs), submitted by the PC author to the Chairman of the MCRC Resolutions Committee, via the official MCRC Resolution Submission Template Form, in order to qualify for being reviewed by the Committee.
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MCRC Resolutions and Related MCRC Bylaws:

[MCRC Bylaws](#) | Article VIII Committees | Section 4 - Resolutions Committee

**A. Composition**

The chairman of the Resolutions Committee shall be appointed by the MCRC Chairman, and each District Chairman may appoint one member to the Resolutions Committee.

**B. Duties**

The duties of the Resolutions Committee shall be to:

1. Serve at each Statutory Organizational and Mandatory Meeting of the MCRC,
2. Consider all resolutions proposed to or initiated by the committee prior to any resolutions being submitted to the MCRC, and
3. Initiate or recommend acceptance, rejection, or modification with originator's concurrence, of any resolution.

**C. Proposing Resolutions**

1. All resolutions not initiated by the Resolutions Committee must be submitted forty-five (45) days in advance of the scheduled Statutory Organizational or Mandatory Meeting.
2. All resolutions approved by the Resolutions Committee shall be sent to the duly elected PCs with the notice of the time and place of such Statutory Organizational or Mandatory Meeting.
3. Proposed resolutions, other than memorial, shall be no more than 250 words long.

**D. Floor Resolutions**

Any resolution not timely presented to the Resolutions Committee or any resolutions presented to and rejected by the Resolutions Committee may be brought to the floor only if it is sponsored by a minimum of one hundred (100) PCs present, representing at Least six (6). Districts. Each such resolution, unless previously submitted to the resolutions committee and included with the call must be submitted in sufficient copies for all PCs present in person.

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