

**Poway Democratic Club
Resolution Adoption Process**



Only PDC members in good standing can present a resolution for formal adoption.

Step 1: PDC member creates the resolution using standard format of multiple WhereAs statements and one final "Therefore be it resolved:" statement. Member contact information should be included with the resolution. The entire resolution should not exceed one page. Supporting documentation may also be provided, but the adoption is based on the one page resolution.

Step 2: PDC member presents the resolution at a club general meeting. The member is encouraged to bring multiple copies to the general meeting. The member will be allotted a maximum five minutes present the proposal and take questions.

Step 3: Between the general meeting when the resolution was presented and the next general meeting, PDC members are encouraged to provide feedback to the author of the resolution. The author may or may not accept the feedback.

Step 4: PDC member integrates feedback, reworking the resolution if desired. The revised resolution is presented at the next general meeting. A maximum of five minutes will be allocated for the second reading and discussion. A quorum of 10% of the club membership is required for the vote. If 60% or more of those voting accept the resolution, it will be adopted as a PDC resolution.

Process adopted on 9/7/2006