

Training Tuesday – October 26, 2021

Resolutions Q & A Summary

Question: How do I format a resolution?

Answer: Use the [Resolutions and Reports Booklet](#) for formatting guidance. The [Resolutions and Founding Documents Collection](#) in the American Legion Digital Archive includes several examples of approved resolutions.

Question: How do I submit a resolution?

Answer: Contact your American Legion leadership for the procedure in your area. Each American Legion department has their own procedures.

Question: How can I find out more about meeting actions and voting on resolutions.

Answer: Contact your American Legion leadership for the procedure in your area. Information on parliamentary procedures can be found in the most recent Officer's Guide available at <https://www.legion.org/publications>.

Question: Why should we use resolutions?

Answer: Resolutions are a formal expression of the will of a body that should provide a clear understanding of a desired outcome.

Question: How do I find out about new national resolutions?

Answer: Newly approved resolutions are available on the [American Legion Digital Archive](#) normally 1-3 days after the National Executive Committee meeting or 3-5 days after the National Convention.

Question: How do I find the status of a resolution submitted to a national meeting?

Answer: Contact your department leadership for information on resolutions submitted to the national organization. The [American Legion Digital Archive](#) is a source of [approved resolutions](#) and information on all the resolutions reviewed in a national meeting can be found in the [proceedings](#).

Do you have a question not listed here?

You can email: LibraryDivision@legion.org

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