



Writing a Resolution:

Purpose of this training is to give supervisors a basic understanding of what a resolution is and how it is used to make changes within conservation district operations.

Ask yourself...

- Ever feel there's a need for change on how a district operates?
- Want to clean up a statute or a rule?
- Ever wish to take a formal position on an issue?
- Ever run into a requirement or guideline from another agency that does not work for your area?

As times change, so does your focus on conservation and/or issues within your district. To make statewide policy or operational changes, you have to begin with a resolution. Then, Montana Association of Conservation Districts, (MACD), begins the process of making those changes formal.

What is a Resolution?

A resolution is a written statement that, when adopted by your conservation district board, is the basis for the policies and actions of the conservation district.

Resolutions are presented on matters of importance to conservation districts —its members and its constituents. Resolutions can be district and/or state wide in scope, and should fall within the purposes and functions stated in your conservation district law.

Some conservation district actions require a resolution to enact, such as 310 rules, raising mill levies, or other financial actions. These resolutions that enact individual conservation district specific authorities, are handled locally and they do not necessarily go through the MACD process.

A resolution is composed of two parts: "**whereas**" clauses that summarize, the reasons and rationale

for the resolution; and "**resolved**" clauses that contain the position or action to be taken on the issue.

Examples of past resolutions presented to MACD:

- Charging an inspection fee to administer the Natural Streambed & Land Preservation Act of 1975.
- Control of Houndstongue.
- Operational Funding for Conservation Districts
- Increase Cooperation Between DEQ & Conservation Districts.
- Conservation District Associate Supervisor Representation on Planning Boards.
- Request the United States Congress to Remove Hidden Pasture Creek Wilderness Study Areas from Wilderness Study Designation.

What Conservation Districts need to do to initiate a resolution for MACD action:

1. Choose a topic and positions/actions to be taken.
2. Documenting the need (the "whereas").
3. Write the resolution ("therefore be it resolved").
4. Submit at the MACD Area Meeting (usually in September and October.)
5. MACD's "life of a MACD Resolution will be coming soon.

Now is the time to start thinking about topics or issues for possible resolutions because area meetings will come sooner than you realize.

EXAMPLE
<p>Resolution 06-06 Establish Conservation Districts as a Liaison between State and Federal Government Agencies and Concerned Citizens</p>
<p>WHEREAS, Montana's Soil and Water Conservation Districts have long been leaders in the conservation movement and can work cooperatively with other entities across governmental boundaries;</p> <p>WHEREAS, Conservation Districts are working to provide on-the-ground resources for the fight against noxious weeds, fire prevention, fire suppression, fire rehabilitation and range management along with other issues that affect the well being and economic stability of rural communities;</p> <p>WHEREAS, Conservation Districts are becoming involved in controversial issues that arise between private landowners and government entities;</p> <p>THEREFORE BE IT RESOLVED, that Montana Association of Conservation Districts take the necessary measures to establish Conservation Districts as a liaison between concerned citizens and resident government agencies -- including the U.S. Fish & Wildlife Service-Charles M. Russell National Wildlife Refuge, Bureau of Land Management, Montana Fish, Wildlife & Parks and the Army Corps of Engineers -- to address weed control, fire suppression, access, wildlife management, range management, water supply, water quality and other areas of concern that exist or may arise.</p>
<p>Submitted by the Garfield County Conservation District Passed Area 1 Meeting</p>