**Suggested Form for Resolutions**

(Only one topic is considered in each resolution.)

WHEREAS, in this paragraph state the issue of concern, and
WHEREAS, continue with reasons for consideration, and
WHEREAS, there could be a third and fourth paragraph to further illustrate; therefore, be it
RESOLVED, sum up action to be taken, and if the purpose is grave, a second “resolving clause”
might be in order and would require a separate paragraph.

EXAMPLE
WHEREAS, there is a tremendous need in the world today for more vocations to the
Priesthood and Religious; and
WHEREAS, the future of the Church is dependent upon these vocations; therefore, be it
RESOLVED, that the Catholic Daughters of the Americas initiate a program of support
(financially and spiritually) for an increase in vocations as part of their monthly meetings.

Submitted by: Name and number of Court or Committee (include the name of the State)

Date: Date of meeting at which resolution was passed

Signature: Signature of Regent or Chairman

Contact info: E-mail address and/or phone number

Note: If resolutions are not submitted in proper format, they will not be considered by
the Resolutions Committee. Be sure written words say what is intended (not
ambiguous or more than one issue). Check the grammar and spelling.

Resolutions must include the name and number of the court, board, or committee, the

date of the meeting at which it was passed, the signature of the Regent or the chairman, her e-mail address and/or phone number.

**Sample of Amendments to the Bylaws**
The following is an example of how proposed Amendments to the Bylaws are to be worded:

Example
Article V The Order
Sec. 2 National Court Composition
CURRENT WORDING
The National Court shall be composed of five (5) National Officers, nine (9) National Directors, Past
National Regents, five (5) Officers of each State Court, Immediate Past State Regent, Local Court Regents and delegates from the Local Court.

IF ADOPTED WILL READ
Article \_\_\_\_\_\_Title\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Sec.\_\_\_\_\_
State new wording that you wish to submit for inclusion in the Bylaws. (PRINT THE NEW WORDING
IN CAPS AND IN BOLD PRINT SO AS TO STAND OUT.)
EXAMPLE
IF ADOPTED WILL READ
Article V The Order
Sec. 2 National Court Composition
The National Court shall be composed of five (5) National Officers, Nine (9) National Directors, AND MEMBERS OF THE LOCAL COURTS.

Rationale: This will clarify the composition of the National Court.
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State Regent/Regent
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State Secretary/Recording Secretary
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State Court/Local Court Name, Number, and State

Date of Meeting in which the proposed amendment passed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Information: e-mail address or phone number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_