



2023-24 Resolution Guidelines

A resolution is a statement of the Alaska Municipal League's intent to support a specific action on a significant issue or legislation affecting municipalities. Resolutions are introduced, debated, and adopted by AML members each year during the Business Meeting at the Annual Local Government Conference.

To be considered during the conference, resolutions must conform to the following policy, procedural and format guidelines that have been adopted by the AML Board of Directors.

RESOLUTION GUIDELINES

1. Resolutions shall concern shared policy and program needs, state or federal legislation, issues, or problems of Alaska municipalities and shall state the problem and action sought.
 - a. Resolutions may not conflict with any adopted AML positions.
 - b. Resolutions that allow conflict between one community against another will be eliminated.
 - c. Resolutions will be revised to make a general application instead of one seeking to benefit a single member only or that comes at the expense of another member.
 - d. Resolutions with the same topic will be combined.
2. Resolutions shall be restricted to action-specific issues and issues of some immediacy and shall be directed to the Governor, Legislature, State agency, President and/or the Congress.
3. Resolutions differ from policies in that:
 - a. Resolutions shall address specific issues rather than general policy.
 - b. Resolutions may address regional issues as well as statewide concerns.
 - c. Resolutions are intended to address timely issues such as current legislative proposals.

HOW TO SUBMIT

1. Only councils and assemblies of member municipalities, affiliated municipal associations, affiliated regional municipal organizations (comprised of municipal officials), the AML Board and the Alaska Conference of Mayors are eligible to submit resolutions for consideration. Each resolution submitted must have been approved by a formal action of the sponsoring body and by at least one member municipality, if not a local government.
2. Resolutions should be mailed, faxed or emailed to the AML office by October 20.
3. A final Resolutions packet will be distributed to members by October 27.
4. The First Vice-President shall serve as Chair of the Resolutions Committee and shall appoint eight (8) additional elected and appointed municipal officials.
5. The Resolutions Committee will meet on Wednesday, December 6 – the membership is invited to attend.
6. Resolutions not submitted by October 20 may be offered to the Resolution Committee on December 6, for consideration during the Resolution Committee meeting. However, the sponsor of any resolution presented directly to the Resolution Committee must have the support of representatives of five (5) member municipalities.
7. The Resolutions Committee shall review and adopt prior year resolutions to develop as part of a consent agenda for the Business Meeting.



- a. Members may request by resolution pulling items from the consent agenda for floor debate and reconsideration. The format for this follows that above, with resolutions due by November 1, or if directly to the Committee on December 6 with support of five other members. Consent agenda items may not be considered otherwise during the Business Meeting.
8. The Resolutions Committee shall, based on the above guidelines, review and act upon each resolution for final recommendation to the membership. The Resolutions Committee shall approve, amend, or reject each resolution submitted, note its action, and, if the resolution is approved, send it to the Business Meeting for consideration. If a resolution is rejected, the Committee shall prepare a brief written justification of its action and forward that information to the Business Meeting.
9. Resolutions will be reviewed, debated and acted upon by the AML Membership at the Annual Business Meeting. Sponsors of properly submitted resolutions will be given an opportunity to discuss and support their resolutions at the meeting.
10. A resolution rejected by the Resolution Committee may be brought to the floor of the Business Meeting on December 8 only if it is signed by representatives from twenty (20) member municipalities. No new resolutions may be submitted to the Business Meeting without first going to the Resolution Committee.
11. Members will vote on resolutions at the Annual Business Meeting on Friday, December 8.

RESOLUTIONS FORMAT

The resolution must be in the proper format. The name of the sponsoring member municipality or association and the date of submission must be indicated on the bottom of the resolution. Each resolution submitted must indicate that it is a "Resolution of the Alaska Municipal League, Resolution #2023-xx and have a title, beginning, "A Resolution ..." that describes the issue and intent of the resolution. Throughout the text, the resolution should indicate that AML is taking the position advocated, not a given municipality or organization. At least one "Whereas" clause should identify the policies in the AML Position Statement that the resolution addresses (i.e., expands or supplements), if applicable.