

Resolution Writing Guide

General

- A resolution should contain all information the AASL Chapter Assembly and the AASL Board of Directors will need to consider for voting, however, keep information concise.
- Call an Affinity Group to strengthen your resolution. Whereas clauses are where the case should be built for a national response to the action requested – provide specifics, gather evidence, and link to policy.
- Action resolution titles must begin with "Resolution on." For example, "Resolution on Clarifying and Publicizing Resources and Procedures for Addressing Challenges Related to Censorship and Patron Privacy Issues."
- Commending resolutions must begin with "Resolution commending." For example, "Resolution on Commending Bull City-NC SLAM (Schools & Libraries Achieving More)."
- All issues brought up in the whereas clauses should be dealt with in the resolved clauses. Remove any whereas clause that is not addressed in a resolved clause.
- If the resolution is addressed to or refers to a specific group or groups, it must name in full the group or groups in both the "resolved" and "whereas" clauses followed by the acronym in parenthesis. Thereafter the acronym may be used.
- Resolutions are submitted by one AASL Chapter Delegate and their name, title, and AASL Chapter should be listed at the bottom of the resolution.
- Additional AASL Chapters may sign on via their official AASL Chapter Delegate in support of a resolution. The delegate's name, title, and AASL Chapter should be listed.
- All resolutions must be submitted to the AASL Chapters Coordinating Team for review via online form.

Whereas Clauses

ALA sample provided.

“Whereas” should NOT be in capitals.

Whereas the terms "illegal" and "alien," when used in reference to people, have undergone pejoration and acquired derogatory connotations, becoming increasingly associated with nativist and racist sentiments;

“Whereas” should NOT have a comma after it.

Whereas the appropriateness of the word "alien" as a legal term is being questioned, with the New York Times Editorial Board calling for it to be retired and the state of California passing SB 432 to remove it from the state's labor code;

Whereas clauses should be separated by a semicolon.

Whereas referring to undocumented immigrants as "illegal" is increasingly viewed as dehumanizing, ~~offensive, inflammatory, and even a racial slur;~~

...

At least one whereas clause should make a connect to AASL policy, core values, or mission.

Whereas the ALA Policy B.3 (Diversity) states that "ALA recognizes the critical need for access to library and information resources, services, and technologies by all people, especially those who may experience... discrimination on the basis of appearance, ethnicity, immigrant status...;" and

Only the next to the last whereas clause should have an “and” after the semicolon.

Whereas the ALA Policy B.1.1 (Core Values of Librarianship) states that all library users should receive "accurate, unbiased, and courteous responses to all requests;" now, therefore, be it

After the last whereas, the semicolon should be followed by “now, therefore, be it.”

Resolved Causes

ALA sample provided.

“Resolved” should be in italics with a comma after it.

Resolved, that the American Library Association (ALA), on behalf of its members:

All Resolved clauses should use the objective form of the verb rather than the subjunctive form of the verb.

1. Requests that GLBTRT work with ALA to provide a sufficient mix of gender inclusive and gender specific bathrooms; and
2. Requires that convention center staff honor ALA policies regarding gender-inclusive facilities and requests that all attendees be treated with dignity and respect.

Resolved clauses should be numbered even if only one clause is needed.

Resolved clauses should be separated by a semicolon.

Only the next to the last resolved clause should have an “and” after the semicolon.

For AASL Chapter Resolutions, the phrasing before the numbered resolved clauses is “*Resolved*, that the American Association of School Librarians (AASL) Chapter Assembly, on behalf of its members.”