



**ONTARIO HORTICULTURAL ASSOCIATION**  
 448 Paterson Ave.  
 London, ON N5W 5C7  
 Phone 519-452-0864,  
 Email: secretary@gardenontario.org

**RESOLUTION FORM**

*Keeping Ontario Beautiful*

To: The Constitution and Resolutions Committee of the Ontario Horticultural Association  
 From: (Organization): \_\_\_\_\_  
 Presented by (name): \_\_\_\_\_

I / we wish to present the following resolution for consideration and presentation to the Ontario Horticultural Association Annual Convention.

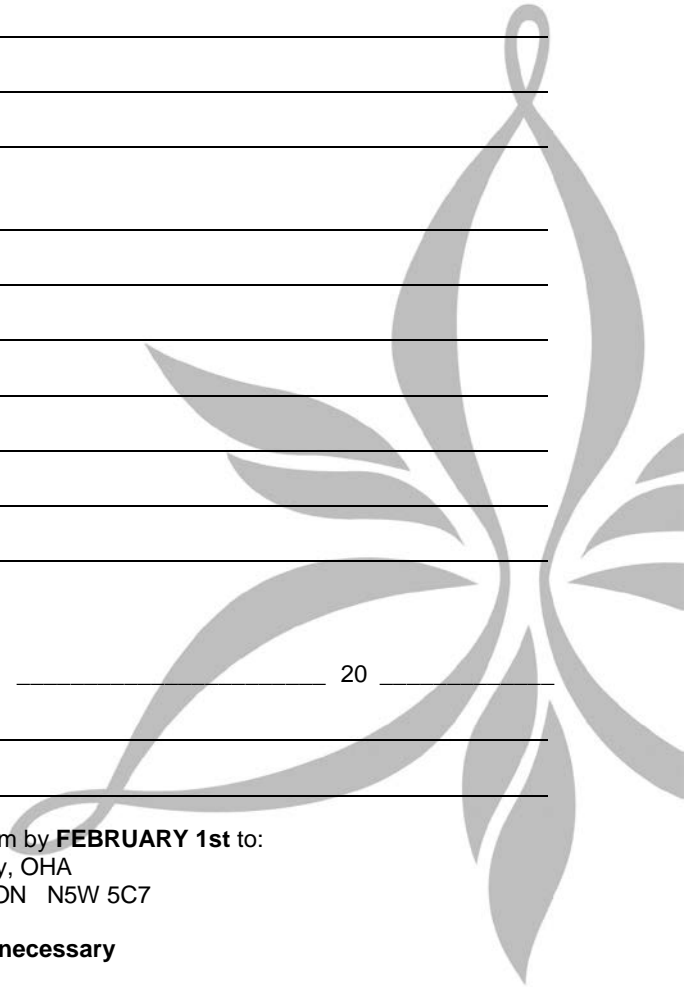
Be it resolved that: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
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 \_\_\_\_\_  
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Rationale: \_\_\_\_\_  
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 \_\_\_\_\_  
 \_\_\_\_\_

Dated at \_\_\_\_\_ This \_\_\_\_\_ Day of \_\_\_\_\_ 20 \_\_\_\_\_  
 Moved by: \_\_\_\_\_  
 Seconded by: \_\_\_\_\_

Please return completed Resolution Form by **FEBRUARY 1st** to:  
 Kelly Taylor, Secretary, OHA  
 448 Paterson Ave., London, ON N5W 5C7

**Use additional sheets if necessary**



## RESOLUTIONS PROCEDURE OHA 02

### GENERAL

A resolution is one way of expressing the opinions of an organization and should be used for the benefit of the majority. Resolutions can also be used to recommend changes to the by-laws of the organization as well as to the program and policies currently in effect.

The Ontario Horticultural Association (Association) has as one of its Standing Committees, a Constitution and Resolutions Committee chaired by a member of the Association Board. This committee receives all resolutions from the Association Secretary and presents them at the convention for consideration.

### PREPARATION

Establish whether the planned resolution will be for the good of all Association members.

Establish the area of need (Association, local, provincial or national) in order to direct the resolution to the proper body.

Avoid sweeping statements and emotion expression of opinion.

Prepare the resolution for submission using the attached form.

When preparing the resolution make sure that the intent is clear, and that it is well worded and directed to the correct organization. The resolution must state the mover and the seconder, and should be accompanied by any supporting information (newspaper articles, letters, etc.), which reinforces the need for the requested action.

### PROCESS

A resolution must be approved either at the Society or District level or by the OHA Board of Directors.

Forward the approved resolution to the OHA Secretary who will forward it to the Chairperson of the Constitution and Resolutions Committee for processing: Kelly Taylor, 448 Paterson Ave., London, ON N5W 5C7, Phone: 519-452-0864, Email: [secretary@gardenontario.org](mailto:secretary@gardenontario.org)

The Association Secretary must receive resolutions for consideration at the next convention not later than February 1 that year. Resolutions received after that date will be held and presented at the following year's convention if still relevant and The Secretary will advise the mover of this.

The Constitution and Resolutions Committee will acquaint the Association's Board of all the resolutions received at the spring Board meeting and at the meeting immediately preceding the convention.

The Constitution and Resolutions Committee will present all resolutions to the convention for discussion and decision. At least one member of the group proposing the resolution must be present and prepared to speak in support of the resolution and answer any questions.

A resolution may be amended from the floor before a vote is taken so long as the amendment does not change the general intent of the resolution. The amendment is discussed and voted upon and if carried, the original resolution is modified to include the amendment. The original motion as amended is then discussed and voted on. If the amendment is defeated, then the original resolution is considered.

A resolution may be withdrawn from consideration provided a written request, signed by the original submitting author, from the originating Society or District, is received by the Secretary prior to the formal opening of the Annual General Meeting at the Convention.

Approved resolutions will be forwarded to the Association Secretary for action.

Note: Resolutions must be compatible with the current Association Constitution in order to be presented.

Resolutions, which affect the Constitution and/or By-Laws, will be subject to the rules governing amendments to those documents.