

AMERICAN TURNERS

**“Sound Mind
in a
Sound Body”**



FOUNDED 1848

National Office

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PROCEDURAL GUIDE FOR AN AMERICAN TURNERS NATIONAL CONVENTION

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Congratulations on being awarded the next National Convention of the American Turners! This booklet has been prepared to assist you in your preparations for that important event.

Good luck, and may your Convention be the best ever!

RESPONSIBILITIES OF HOST SOCIETY

It is expected that the Convention itself will be held in the manner prescribed by the National Office. The dates for the Convention are set by the National Council after conferring with the host society, but starting times, locations of meetings and other details may be determined by the local committee, with the approval of the National President.

As soon as the National Council and host society have set the dates for the Convention, the host society should name a liaison or single point of contact to work with the National Office and National Convention Support Team.

The liaison/contact person is responsible for 1) publicity of the Convention; 2) adequate facilities; 3) hotel reservations; 4) program booklets; 5) convention registrations; 6) arrangements for the banquet; 7) souvenirs.

Make arrangements for reservations at a good hotel, not necessarily the most expensive. It should be possible to get price rates for the large number of reservations. Reserve a block of about 75 rooms, preferably all in the same hotel.

It is the decision of the host society as to whether Turner Hall facilities will be adequate for the National Convention or whether outside facilities must be rented -- again, with the approval of the National President.

Make sure an American Flag and the American Turners National Flag are prominently displayed during the Convention. Check with the National Cultural Chairperson for display of the National Quilt Banner.

Arrangements for the banquet and for the program booklets and souvenir packets are also at the discretion of the host society and thus are not covered in this guide, however, it is essential that an open line of communication be kept with the National President at all times as plans are made, so that suggestions and guidance may be freely given.

A list of past National Convention sites is to be published in the program book.

PUBLICITY

Publicity should appear in at least two issues of Turner Topics, and must first be approved by the National President. Contact the National Office for the deadline for publication of each issue. Be sure to publish all information on the American Turners Website. Email the National Office, nationaloffice@amturners.org or phone 630-299-3072 for the website contact information.

In addition to instructions as to how to reach the city, the publicity must include specific instructions about location of the hotel and Turner Hall within the city. As much information as possible about the hotel(s) should also be published in both issues of the Topics such as addresses, telephone numbers, cost, etc.

Include information as to location and time for registration and what time Turner Hall will be open on first day of Convention.

List location of banquet.

Mention what meals, if any, will be available at the Turner Hall.

Clearly state the time and location of the Credentials Committee meeting (no later than 3:00 P.M.) and the Nominating Committee meeting (approximately 4:00 p.m.) so delegates on those committees can plan their early arrival accordingly.

Provide a good map showing location of the Turner Hall and hotel and some of the main arteries to them. Have a photographer available to take photos at the Convention for publication in the Turner Topics.

Appoint someone to write an article on the Convention and submit it to the Turner Topics editor including the photos taken by the photographer, for publication. Include the website.

REGISTRATION & FINANCIAL RESPONSIBILITIES

Registration

Registration for district delegates should be set up in a place with clearly marked signs. The Registration Committee needs to be present at the club to register the delegates and guests. Registration should begin no later than noon on Friday and continue until after the opening of the First Session. Registration should also be open Saturday morning for people arriving on that day. Each delegate must wear a nametag. Guests also should wear nametags with the fact that they are guests noted.

The National Office will supply the Registration Committee with a computer list of delegates and alternates by district and by committees. The Registration Committee can use this list to prepare name tags in advance of opening day of the Convention. Nametags may also be completed during registration.

The registration of all delegates and National Officers is required. As delegates register, providing their first name, last name, address, & society affiliation, ask each one to verify their email address. At the end of registration, give the email address changes to the Administrative Assistant whose responsibility it is to send electronic copies of Part B of the minutes by email to delegates.

The cost of lunch and dinner should be collected from the delegates at registration. This should help to prevent a loss on food expenses for the society. Be able to provide receipts to those delegates who need one to be reimbursed by their district. There is no other registration fee for delegates and National Officers.

NOTE: Prices for any meals served during the Convention and for the banquet, etc., are, of course, set by the host society. However, it should be remembered that the host society will earn the greatest profit with the greatest participation by the delegates. A careful line should be drawn in determining the prices to be charged.

The cost of meals should be collected from all National Officers in the same manner as for delegates. Provide a receipt to the National Officers (including National President, National First and Second Vice Presidents, Administrative Assistant, National Chairpersons of Bowling, Culture, and Health & Physical Education Committees) that can be used as proof of purchase for their meals.

Financial Responsibilities

Costs to be Paid by the Host Society

Use of Convention meeting facilities
All postage, etc., for publicity
Any expenses connected with a banquet
Any expense connected with the Program booklet

Costs to be Paid by the National Office

Portfolio cases, pencils, and paper (if not donated)
Delegate name tags
Cost of rental equipment such as computers, computer printers, commercial copy machine, etc.
All supplies for Part A & Part B of the Convention minutes including paper and covers

PLANNING, PROCEDURE AND DETAILS

Souvenir portfolios are usually given to each delegate, but that is a decision made by the host society.

Have a separate room set up for the meeting of the Credentials Committee on Friday afternoon.

Have a separate room set up for the meeting of the Nominating Committee on Friday afternoon.

For the opening of the Convention, the room should be large enough and contain enough chairs to accommodate all delegates, officers, visitors, dignitaries, etc.

Provide sufficient office space to accommodate minimally, 7 individuals, 3 laptops, and 1 large commercial copier. The computers and printers used to create the Committee and Convention minutes should be located in the same place as the Convention Secretary's office space. The office used by the Convention Secretaries and the space containing the computers, printers, and copy machine must be kept open and available until work has been completed each day.

It is the responsibility of the host society to have a reliable copier that can be networked to at least two computers on the premises, preferably a few days prior to the Convention so that any copying can be done that is needed prior to the opening day of the Convention. In addition, a representative from the rental company must be on call for the duration of the Convention for paper jams, adjustments, breakdowns, repairs, etc., of the copier. The copier should have the capacity to collate, to duplex (run back to back), and preferably to staple. The copier must be capable of making 5,000 copies, and it must also have the capability of collating a minimum of 35 sheets at once. Copier rental equipment must have prior approval of the National President after first conferring with the Administrative Assistant and the Convention Support Team Chairperson. Approval by National President is for reimbursement of expenses. The name and phone number of the rental company should be on display in the Convention Office.

Convention Secretaries typically bring their own computers to the Convention. These computers need to be networked to the copier upon the arrival of the Secretaries, usually on Thursday. At least one

other computer should be available for use at the registration table and for typing of committee minutes. It too should be networked to the copier.

One case of copy paper should be available for use during the convention.

Signs should be prepared to show location of each committee meeting. Signs should also be readied for the tables for each district for the Friday and Saturday sessions.

Locations for the committee meetings should be planned ahead of time and marked. There are nine (9) committees and they are: Credentials, Nominating, Finance, By-Laws, Bowling, NHPEC, Cultural, What American Turners Can Do For You, and Social Media Publication.

Cover Sheet for the Completed Minutes - Decide what kind of cover you want for the completed minutes. Make only enough covers for Part A and Part B of the minute booklets as are being printed for people without emails. Part A should be labeled "PART A - Reports". Part B should be labeled "PART B - Minutes". Include a digital copy of the cover sheets for the Administrative Assistant include in what is to be emailed and posted on the website.

The Administrative Assistant is responsible for providing e-copies of Part A and Part B to all societies, districts, and to delegates who have provided their email address during registration.

Staplers and Staples - You will need a heavy duty stapler (and staples) with a capacity of stapling at least 50 pages together at one time. Two or three standard staplers with plenty of refill staples are also a requirement.

Miscellaneous

Small supply of ink pens, paper clips, rubber bands, post-it notes

Two or three legal rule notepads and pens for the Convention Secretaries

Small scratch pads for use in counting ballots, etc.

RESPONSIBILITIES OF THE OFFICE STAFF

The Convention Support Team is responsible for determining the Office Staff. The Staff needs to be available all day Friday and from start to finish on Saturday until the Convention ends and Part B of the booklets are completed. The staff members do not have to be delegates to the National Convention but preferably Turner Members. A stipend of \$75.00 will be paid to each of the two Office Staff members.

The Office Staff needs to be available all day Friday to help in making certain everything is proceeding according to plan. You will also be needed all day Saturday and the adjournment may be on Saturday, but be prepared to be available on Sunday if the need for a Sunday session arises. The Host Office Staff will be in charge of the preparation of Part B. The Host Office Staff needs to be present at the club to register the delegates and guests or assign some people to do it.

The National Office will supply the Office Staff with a computer list of delegates and alternates by district and by committees. These lists will be updated following the Credentials Committee meeting and will become a part of the Credentials Committee minutes. The updated delegate lists and credentials committee minutes are to become a part of Part B of the Convention minutes. They are not to be copied and distributed to the delegates again. The Convention Co-Secretaries will make the corrections in the Credentials Committee minutes and delegate lists so they'll be ready for printing in Part B of the Convention minutes. This information must be published in Part B of the convention minutes.

Make sure than an announcement is made at the Friday evening Convention session that includes statements to the effect that:

1. The committee secretary is to begin typing his/her minutes as soon as the committee meeting is adjourned, using computers supplied by the host society. The Office Staff and Convention Co-Secretaries are available for assistance in typing the minutes if needed.

2. The committee secretary should not leave the office until the minutes are completed, signed by the chairman and secretary of the committee meeting and given to the Convention Secretary.

After Friday evening's Convention session closes and the minutes from that session are completed, the Office Staff can help get sufficient copies of the minutes ready for distribution to all delegates at the Second Session on Saturday.

On Saturday, as soon as the committee meetings start to adjourn, typing of the committee minutes will begin. Be prepared to assist the committee secretaries and/or to type their minutes if needed. Make sure the committee secretaries do not leave the office until the minutes are proofread and signed by both the chairman and secretary of the meeting. You must complete all the committee minutes and have sufficient copies for distribution to all delegates in time for Saturday's general session.

Upon adjournment of the Convention, the Convention Co-Secretaries will type up their minutes and will copy each resolution and type directly on the resolution whether it passed or failed (see the attached sample). For resolutions affecting a change in the By-laws, it will have to be typed directly on the resolution, the number of votes that were received for and against. The resolutions must be included in Part B. When the minutes are completed, the National President must be asked to review them. After the president's approval, both Convention Co-Secretaries must sign the completed minutes.

Retain all ballot forms and tally sheets used during the General Session and make sure they are given to the Administrative Assistant to be kept on file until the National Council votes to destroy them.

The Office Staff should prepare Part B of the Convention booklets making copies for those people without emails. Be sure that the pages of Part B are numbered and made up of the following information:

1. Minutes of each of the general sessions of the convention
2. Minutes of each of the 9 committee meetings consisting of Credentials, Nominating, Finance, By-Laws, Bowling, NHPEC, Cultural, What American Turners Can Do For You, and Social Media Publication. The committee minutes should be placed in Part B in the same order as they were presented on the Convention floor.
3. A copy of each resolution.

It is the responsibility of the Administrative Assistant to send a copy of Part B of the minutes to the delegates with email addresses. It is the responsibility of the District Representatives to the National Council to provide a copy of Part A to their respective societies.

Within a few days after the Convention, the following documents should be shipped to the National Office:

1. All original minutes from the Convention general sessions and the committee meetings
2. All original ballot forms and tally sheets

RESPONSIBILITIES OF NATIONAL PRESIDENT

Make certain, early in the preparations, that the local committee is thoroughly cognizant of its responsibility in preparing for a successful Convention.

Keep lines of communication open with the National Convention Support Team Chairperson and Administrative Assistant at all times. Check frequently with the National Convention Support Team Chairperson and Administrative Assistant to be sure arrangements have been made meeting the timeframes and schedules that were agreed upon.

The National Convention Support Team and the National President will appoint the National Convention Chairman, the Convention Co-Secretaries, the Parliamentarian and the two (2) Sergeant at Arms.

Work with the Administrative Assistant as to the contents of the Convention Agenda.

After the mandates have been received in the National Office, check with the Administrative Assistant to appoint someone you feel is reliable as a chairman for each convention committee meeting. If possible, schedule a meeting of these chairmen sometime prior to the Opening Session and have them pick up their individual committee packets and briefly review the instructional guide for committee meetings, a copy of which is placed in each committee packet. If a separate meeting cannot be scheduled, address the entire convention about this issue while the Convention is still in session on Friday evening. This would insure that everyone at the Convention knows the procedure for committee minutes and getting them to the Convention Secretary in a timely manner.

Appoint a National Council member to attend each committee meeting so that he/she can inform the delegates on National matters that may be discussed at that particular meeting.

Other than the above, the National President has no specific duties to perform at the Convention except to circulate among the delegates and make sure things are running smoothly, to open the Convention and give his report. However, it is his/her responsibility to have a successful Convention. He/she should be in touch frequently with everyone involved to make certain that everyone is up to schedule with the various items listed in this booklet.

The National President will appoint a National Convention Support Team Chairperson. This person will work directly with the National President, Administrative Assistant and the Office Staff in the preparation and execution of producing Part B of the National Convention Minutes. He or she may have to travel to the host Society prior to the Convention, in which case all travel expenses will be paid for by the National Office.

RESPONSIBILITIES OF THE ADMINISTRATIVE ASSISTANT

As soon as a Convention has been awarded by the previous Convention, send copies of this booklet to the Host Society.

Send a copy of the Procedural Guide for Chairing Convention Committee Meetings to the Convention Chairman and Convention Secretary.

Contact the National President and ask if the national officers are to be invited to the Convention as a guest and if so, send them an invitation which includes the following information. Invited guests would be only the National First Vice President, the National Second Vice President, the Administrative Assistant, the chairperson of the NHPEC, the chairperson of the National Cultural Committee and the chairperson of the National Bowling Committee. Inform each officer that their travel expenses will be reimbursed only if he/she attends as a guest. If he/she would like to be a delegate at the Convention, then he/she is responsible for their own travel expenses. Also, inform any officer traveling as a guest of the National Office that meals will be reimbursed when added to their travel expense voucher and must include a receipt for meals purchased at the Convention.

Send mandates to each district three months prior to the Convention with instructions to return to the National Office one month prior to the Convention.

Contact all national officers and committee chairmen to make certain they send their reports to the National Office in plenty of time for arrangements to be made for duplicating them prior to the Convention.

As suggested resolutions are received from the various districts and societies, number each resolution. Multiple page resolutions should be marked as page # of # (ex. #3, page 1 of 3). Make copies and forward to each of the societies and districts. Before making copies of resolutions for the Convention itself, type the following information at the bottom of each resolution which will be completed by the Convention Co-Secretaries at the appropriate time:

RESOLUTION # ___ **PASSED** _____ **REJECTED** _____
AMENDED _____

FEDERAL VOTE TOTALS **FOR** _____ **AGAINST** _____

Make enough copies of the resolution(s) for each of the delegates serving on the committee to which the resolution is to be submitted. Use the convention mandates to determine how many copies of the resolution will be needed. Any committee may review these resolutions if they wish, however, only one committee takes action, and the committee to take action is designated by the Administrative Assistant.

Contact the National President and work with him to prepare the agenda for the Convention. (A sample convention agenda is kept on file in the National Office.)

Send an original copy of the agenda, the resolutions, and the National Officer reports to the host society so that they will be available for the Office Staff to prepare Part A of the Convention minute books for those delegates without emails.

Send the Host Society a copy of a Federal vote tally sheet (sample attached) for use by tellers and also in the event of a vote on a statute change. Also send a copy of a ballot to be used by the District to submit to the tellers (sample attached). Ask the Office Staff to make 5 copies of the Federal vote tally

sheet and 20 copies of the ballot. Inform the Host Society that these ballots and Federal vote tally sheets should be given to the convention secretary for use during general sessions of the Convention.

When all mandates have been received from the districts, type up two (2) preliminary lists for the Credentials Committee. One list should contain the names of delegates and alternates by district. The second list should contain the names of delegates by committee. Be sure the Host Society has these two lists by the Thursday before the Convention. If all mandates are not received soon enough, prepare what you do have.

Twelve (12) copies of the preliminary Credentials Committee report should be placed in the committee folder for the Credentials Committee to work with at their meeting on Friday afternoon.

Prepare folders for each Convention committee: Credentials, Nominating, Finance, By-Laws, Bowling, NHPEC, Cultural, What American Turners Can Do For You, and Social Media Publication. These folders should contain:

- a. One copy of the minutes of the previous Convention.
- b. Multiple copies of each resolution to be discussed by the committee and instructions as to which committee is to make a recommendation to the Convention.
- c. Information to the effect that if a delegate or delegates disagree with their committee's action on a resolution, a written minority report must be submitted to the Convention or the subject may not be reopened on the Convention floor. This information must be read to the Committee by its chairman.
- d. Instructions to the committee secretary (sample attached) as to preparation of his/her minutes, with a notation that he/she should include a list of delegates who attended the meeting. **The committee secretary is to begin writing up his/her minutes as soon as the committee meeting is adjourned. He/she may ask the assistance of the Convention Secretary to type the minutes. If a committee secretary prefers to type his/her own minutes, he/she may do so using the computers provided by the Host Society. The committee secretary should not leave the premises until he/she has completed the minutes and turned them over to the Convention secretary. The minutes must be signed by the committee's chairman and secretary.**
- e. One copy of the Procedural Guide for Chairing Convention Committee Meetings with information to the effect that the secretary of the meeting should familiarize himself/herself with the guide.

In lieu of any monetary compensation or stipend, the Administrative Assistant will receive a maximum of 3 days of paid leave. All travel expenses will be paid for by American Turners. This agreement is subject to the National President's approval.

It is the responsibility of the Administrative Assistant to send a copy of Part B of the minutes to the delegates with email addresses. It is the responsibility of the District Representatives to the National Council to provide a copy of Part A to their respective societies.

RESPONSIBILITIES OF CONVENTION OFFICERS

Description of Convention Chairman

The Convention Chairman shall open the session at the time at which the assembly is to meet, by taking the chair and calling the members to order. The Chairman shall announce the business before the assembly in the order in which it is to be acted upon and to recognize members entitled to the floor. He shall state and put to vote all questions which are regularly moved or necessarily arise in the course of the proceedings and announce the result of the vote. He shall protect the assembly from annoyance from evidently frivolous or dilatory motions by refusing to recognize them. He shall assist in the expediting of business in every way compatible with the rights of the members. He shall restrain the members when engaged in debate, within the rules of order and enforce on all occasions, the observance of order and decorum among the members deciding all questions of order (subject to an appeal to the assembly by any two members) unless when in doubt he prefers to submit the question for the decision of the assembly. He shall inform the assembly when necessary or when referred to for the purpose, on a point of order or practice pertinent to pending business. He shall authenticate by his signature, when necessary, all the acts, orders, and proceedings of the assembly declaring its will and in all things obeying its commands.

Description of Convention Parliamentarian

The Convention parliamentarian is an expert in rules of order and the proper procedures for the conduct of conventions. The parliamentarian shall assist in the interpretation of bylaws and rules of order specific to American Turners and may be asked to assist in the drafting and interpretation of bylaws and rules of order and the conduct of the Convention. When asked proper procedure to accomplish particular objectives during the convention, the parliamentarian will review the American Turners' governing documents and provide an opinion as to how to proceed within the rules. The parliamentarian is to be a resource to the chair and shall assist the chair in the conduct of the meeting. The parliamentarian sits adjacent to the chair and unobtrusively gives the chair help, guidance and support during the meeting. The chair can and should consult with the parliamentarian when not certain on how to rule on a question or proceed in the circumstances.

Description of Convention Sergeant at Arms

The Sergeant at Arms must have the ability to keep a pleasant demeanor in all situations and under the direction of the presiding officers, maintains law and order and decorum among the members and all persons present at the Convention. He must enforce the rules and regulations regarding the conducting of business in the Convention's meetings. This will include dealing with any physical or verbal infraction and he may even expel persons from the meeting. He has the responsibility of ensuring that voting procedures are fair and free from manipulation. He shall distribute and collect ballots.

He may act as doorkeeper and is responsible for admitting only eligible persons. He acts as usher or directs the ushers and is generally responsible for the comfort and convenience of the assembly. The Sergeant at Arms may also greet guests and ensure they are provided with adequate provisions such as paperwork and refreshments. The Sergeant at Arms may also help to provide paperwork for delegates and to assist and support the decision of the National President and undertake any duties as prescribed by the President. The Sergeant at Arms may have a staff of assistant sergeant at arms and may be a permanent official.

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AMERICAN TURNERS NATIONAL CONVENTION OFFICIAL BALLOT FORM

IN FAVOR OF-----YES	
---------------------	--

OPPOSED TO-----NO	
-------------------	--

-----CANDIDATES-----	
TOTAL VOTES CAST	

Signature _____

Delegation Chairperson

District

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AMERICAN TURNERS NATIONAL CONVENTION FEDERAL VOTE TALLY SHEET

DATE _____

SUBJECT OF VOTE: _____

	F E V D O T E R E A S L		A G A I N S T							D I S T R I C T
Central States										
Illinois										
Lake Erie										
Middle Atlantic										
Minnesota										
New England										
New Jersey										
New York										
St. Louis										
Upper Mississippi										
Western Pennsylvania										
Western U.S.										
Wisconsin										
Delegate at Large										
Totals										

Tellers Signature & District: _____

Approved _____

Convention Chairman

-----CANDIDATES-----

Approved: _____

Convention Secretary

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SAMPLE COMMITTEE LETTER

(Date)

To: The Secretary of the Credentials Committee of the
American Turners National Convention

From: Kate Payne, Administrative Assistant

Dear Committee Secretary,

The first order of business for this committee is to choose a secretary for this meeting. (The chairman has been pre-appointed by the National President.) **Please Note:** Guests are not entitled to a voice, to make a motion, to vote, or to chair a meeting. Refer to your credentials committee report and make sure that motions are made only by seated convention delegates. National Council member(s) that may have been appointed by the National President to attend this meeting may have a voice to give information concerning items of business that may be discussed at this meeting.

As soon as your committee's meeting has adjourned, begin writing or typing your minutes using computers provided by the host society. Include a list of the delegates who attended the meeting. Do not leave the premises until you have completed your minutes and turned them over to the Convention Secretary. The minutes must be signed by the committee's chairman and secretary.

If any delegate(s) should disagree with their committee's action(s), a written minority report must be submitted to the Convention or the subject may not be reopened on the Convention floor. This information must be read to the committee by its chairman.

The _____ Turners of the _____ District is the only society who is in arrears in 20____per capita tax. This society has not paid any 20____per capita tax and the balance due is \$_____ and/or cards. ParaArticle 4, Administration, Section 3, Districts F of the American Turners Bylaws of the American reads as follows:

F. Districts shall not be delinquent in payment of per capita tax for the fiscal year preceding the National Convention. If such arrears occur, delegates may be seated with voting restricted to resolutions only.

Enclosed is a preliminary list of delegates and alternates by district and a list of delegates by committee. As of this writing, mandates have not been received from the _____ districts.

District Council Representative _____, sends his regrets that he will be unable to attend the Convention and that there will be no representatives at the Convention from the _____ District.

Administrative Assistant

**SAMPLE RESOLUTION AFFECTING A CHANGE IN PRINCIPLES & STATUTES
FOR RECORDING CONVENTION VOTE RESULTS IN THE MINUTES OF PART B**

RESOLUTION #6

TO: 69th National Convention of the American Turners
Principles and Statutes Committee

FROM: The St. Louis District

SUBJECT: Casting of Federal Votes

WHEREAS: Attendance at National Conventions has been declining,

WHEREAS: Only one delegate from a district need be present to cast all of the Federal votes allowed to that district.

WHEREAS: The number of delegates a district may have at a Convention is equal to its number of Federal votes,

THEREFORE BE IT RESOLVED: That section 20 of the Principles and Statutes of the American Turners, which currently reads as follows:

“Districts are entitled to the following number of federal votes: For 75 members or less, one vote; for every additional 75 members or more than one-half of this number, one additional vote. Each society having a membership of 75 or more may elect from among its members one national delegate. The remaining delegates are to be elected by the District convention. One delegate may represent all the votes of his District. The number of Delegates elected by any District shall not exceed the number of federal votes to which a District is entitled. Computation of the votes to which a District is entitled shall be based on the number of membership cards issued and paid to the National council for the year preceding the Convention and such additional members as are exempted from paying per capita taxes.”

Be changed to read as follows:

“Districts are entitled to the following number of federal votes: For 75 members or less, one vote; for every additional 75 members or more than one-half of this number, one additional vote. Each society having a membership of 75 or more may elect from among its members one national delegate. The remaining delegates are to be elected by the District convention. Each delegate may represent only one Federal vote of his District The number of Delegates elected by any District shall net exceed the number of federal votes to which a District is entitled. Computation of the votes to which a District is entitled shall be based on the number of membership cards issued and paid to the National council for the year preceding the Convention and such additional members as are exempted from paying per capita taxes.”

RESPECTFULLY SUBMITTED:

ST. LOUIS DISTRICT

Attest: _____

Charles A. Wiethop, Secretary
President

Theodore J. Wiethop,

=====

RESOLUTION #6 PASSED X REJECTED _____
AMENDED _____

FEDERAL VOTE TOTALS FOR 188 AGAINST 15

SAMPLE RESOLUTION
FOR RECORDING CONVENTION VOTE RESULTS IN THE MINUTES OF PART B

RESOLUTION #7

TO: 69th National Convention of the American Turners
Cultural Committee and Health & Physical Education Committee

FROM: The St. Louis District

WHEREAS: An inequity exists in the qualification of the four-festival award for attendance in that participants in physical and athletic events, officials, judges, and committee members must be physically present at the Festival site in order to qualify as attending for this award, and that those in entrants of the Cultural Exhibit competition must only have their entries present and not personally attend the Festival,

THEREFORE BE IT RESOLVED: That under Article 6, heading 2 SPECIAL HONOR AWARDS, paragraph (a), a sentence be added as follows:

“A participant, regardless of which category, must be physically present at the National Festival in order to receive credit towards this award.”

RESPECTFULLY SUBMITTED:
ST. LOUIS DISTRICT

Attest: _____
Charles A. Wiethop, Secretary
President

_____ Theodore J. Wiethop,

=====

RESOLUTION #7 PASSED X REJECTED _____
AMENDED _____

FEDERAL VOTE TOTALS FOR 188 AGAINST 15