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October 31, 2013

TO: HGEA STEWARDS and MEMBERS

FROM: Barbara "Susie" Uweko`olani, Chairperson
HGEA Committee on Charter, Bylaws and Resolutions

SUBJECT: **2014 HGEA GENERAL ASSEMBLY RESOLUTIONS**

The 22nd biennial HGEA General Assembly is scheduled for May 8-10, 2014 at the Hilton Waikoloa Village. As the highest governing body of the union, the general assembly considers amendments to the HGEA charter and bylaws, establishes union policies and sets direction for the organization.

Members may use the attached forms to submit a resolution to the General Assembly. One form is to propose amendments to the charter and/or the bylaws. The other form is to propose general resolutions. Examples and guidelines on how to prepare a resolution are provided for your reference.

The Committee on Charter, Bylaws and Resolutions is responsible for reviewing all proposed resolutions and making a recommendation to the general assembly. The committee may contact the maker to obtain more information or to suggest alternative language or approaches. All proposals will be considered by the general assembly unless withdrawn by the maker.

Please submit proposed resolutions to the HGEA Charter, Bylaws and Resolutions Committee, P.O. Box 2930, Honolulu, HI 96802, or drop them off at any HGEA office. Proposals may also be sent by email to cbrcomm@hgea.org. Be sure to include your name, bargaining unit and work phone number. The resolution deadlines are as follows:

Deadline for Charter/Bylaw Resolution: 4:30 p.m., Wednesday, January 8, 2014.

Deadline for Non-Charter/Bylaw Resolution: 4:30 p.m., Friday, February 7, 2014.

No late entries will be permitted. We urge that members submit their resolutions early to provide the committee sufficient time to thoroughly study each proposal.

If you have any questions, please call Hawaii Division Chief Ian Takashiba at 1-808-961-0760.

Attachment

HOW TO DRAFT GENERAL RESOLUTIONS (NON-CHARTER/BYLAW)

FORMAT:

Begin title with a verb such as “urging”, “requesting”, “concerning”, “amending”, etc., appropriate for resolution’s intent.

Arguments in support of resolution should be developed here. Begin with general, broad statement and finish with specific, definitive points.

Use as many “Whereas” clauses as are necessary to provide convincing justifications.

Usually 1 or 2 “Resolved” statements are sufficient to fully accomplish the resolution’s intent.

EXAMPLE:

URGING THE STATE LEGISLATURE TO SUPPORT INITIATIVES TO STIMULATE THE ECONOMY.

WHEREAS, Hawaii’s economic health is largely dependent on what state government does to encourage and stimulate growth; and

WHEREAS, the State desperately needs new sources of tax revenue to improve public education and provide better services for the community; NOW, THEREFORE

BE IT RESOLVED by the 2014 HGEA General Assembly that the state legislature implement special tax and other regulatory incentives to attractive high tech industries, and diversified agriculture to conduct business in Hawaii; and

BE IT FURTHER RESOLVED that a copy of this resolution be sent to the governor and all legislators.

HOW TO DRAFT CHARTER/BYLAW AMENDMENTS

FORMAT:

Same format as general resolutions except current language that you want deleted from the Charter or Bylaw article must be bracketed and new language you want inserted must be underscored (Ramseyer format).

EXAMPLE:

AMENDING THE ARTICLE VII-COMMITTEES, OF THE HGEA BYLAWS

WHEREAS, the name of the Committee on Political Action should be changed to “Committee on Legislation and Political Action” because the actual function of the committee includes both legislative lobbying and political activity; and

WHEREAS, one of the primary goals of the committee should be to mobilize the membership; NOW, THEREFORE

BE IT RESOLVED by the 2014 HGEA General Assembly that Article VII of the HGEA Bylaws be amended to read as follows:

(Insert language change in Ramseyer format)

PROPOSED AMENDMENT TO THE
HGEA CHARTER OF INCORPORATION OR BYLAWS
HGEA 2014 GENERAL ASSEMBLY

TYPE OF RESOLUTION (check appropriate item):

- _____ 1. Amending the CHARTER OF INCORPORATION
Article No. _____ Title _____
Section No. _____ Subsection No. _____
- _____ 2. Amending the BYLAWS
Article No. _____ Title _____
Section No. _____ Subsection No. _____
- _____ 3. Creating a NEW Charter/Bylaw article (circle one): Charter Bylaw

PURPOSE AND REASON FOR YOUR PROPOSED AMENDMENT (Use as many
Whereas' as needed to justify your proposal):

Whereas, _____

PROPOSED AMENDMENT (Identify article no., title, and section no. Insert brackets
around language to delete and underscore new proposed language):

Be it resolved that _____

Submitted By _____ Phone _____
Address _____ Bargaining Unit _____
Department _____

Deadline for receipt of charter/bylaws resolutions: **4:30 p.m., Wednesday, January 8, 2014.**

Mail to HGEA, P.O. Box 2930, Honolulu, HI 96802, Attention: HGEA Charter, Bylaws and Resolutions Committee or deliver to any HGEA office. Proposals may also be sent by email to: cbrcomm@hgea.org.

