

**East Ohio Annual Conference procedure for submitting Resolutions to Annual Conference**  
Full rules concerning Resolutions can be found beginning on page 8-27 (paragraph 2.I) of the 2018 East Ohio Conference Journal

Definition: Resolutions are matters for consideration by the annual conference which are not motions for action or proper amendments to reports by conference agencies, but which call for expression of opinion by the annual conference on issues of concern to the membership of the church and the general public. Resolutions may be submitted by any member of a United Methodist Church or an annual conference organization of the East Ohio conference.

Format: Resolutions should include:

1. Resolution title. A number will be assigned to the resolution by the Conference Secretary.
2. Funding source if not specifically included in the budget.
3. The “Whereas” statements giving rationale for the resolution.
4. The “Resolved” statements give the specific stance or action called for.
5. Submitter’s name. If the resolution is submitted by a group than an individual contact person should be indicated. Their cell phone and e-mail should be included.

Please follow the Grammar-Punctuation Guidelines. Resolutions may be edited not for content but for production consistency.

Deadline: The deadline for resolutions to be printed in the Pre-Conference Workbook is March 15. Resolutions should be submitted to Cindy Patterson, Annual Conference Secretary, [cpatterson@eocumc.com](mailto:cpatterson@eocumc.com) . Resolutions that become timely after the March 15 deadline can be submitted to Cindy Patterson by 5:00 pm on the Sunday of Annual Conference. The Annual Conference will have the opportunity to vote to consider resolutions submitted after the deadline.