



## SAMPLE AGENDA – County Resolutions Meeting

PLACE: \_\_\_\_\_ DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

- I. Call to Order
- II. Discuss Purpose of the County Resolutions Meeting
  - a. Engage all members in the process. If you believe NDFB needs to take a proactive stand on an issue, please take the opportunity to engage in the policy process.
  - b. Surface issues that need to be resolved
  - c. Help members turn issues into well-constructed policy resolutions
- III. Prepare Draft Resolutions
  - a. Refer to NDFB Resolution Writing Checklist
  - b. Apply NDFB’s Building The Resolution steps
  - c. Does the resolution “meet the test” as outlined on NDFB’s Does The Resolution Meet The Test
- IV. Discuss and Review NDFB’s Policy Regarding Resolutions
  - a. Each County may submit up to 7 resolutions
  - b. Each District may submit up to 10 resolutions
  - c. If a resolution fails at your County Meeting, a member can submit the resolution at the District Meeting for consideration. If it fails at the District Meeting, a member can utilize the open resolutions process at NDFB Annual Meeting
- V. Set County Annual Meeting Date
  - a. What needs to be accomplished and by whom by the meeting date?
  - b. Who will be in attendance to represent our county?
  - c. Where and when will it be held?
- VI. Other Business
- VII. Adjourn

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Winter-Spring, 2025	•County Resolution Meeting
Spring-Summer, 2025	•County Annual Meeting
September 30, 2025	•Submit Resolutions to Amy
September 30-October 4	•District Resolutions Meeting
November 21-22, 2025	•NDFB Annual Meeting in Fargo
January 9-12, 2026	•AFBF Annual Convention in Anaheim, CA