



**Process for Conducting State Studies
(Adopted January 10, 2009)**

- 1) A local or state League board votes to propose a study for LWVNM.
- 2) A short description of the scope and objectives of the proposed study is submitted for review by the Board at its March meeting and published in the Spring issue of *La Palabra* prior to the state convention.
- 3) At the March state board meeting a member of the local or state League presents the proposal to the board. It is reviewed with the following questions in mind:
 - Are there people (drawn from many local Leagues) available to work on the issue?
 - Is the problem one that can be addressed by governmental (as opposed to private) action?
 - Is the issue one in which the League is likely to make a difference in the outcome?

The board votes on whether to recommend the study for adoption at convention.

- 4) Studies recommended by the board require a simple majority for adoption. If the study is not recommended by the board, a majority vote on the first day of Convention is required for the study to be placed on the agenda during the program planning session on the second day. In this case, a 2/3 vote is required to adopt the study.
- 5) If the study is adopted, the proposing League names a leader to form a Resource Committee. All LWVNM members shall be invited to join the committee. As a rule at least one member of each local League should become a member of the committee.
- 6) The Resource Committee is responsible for:
 - framing questions to guide the study
 - presenting the questions and a discussion of the intended process to the state board for approval at the July board meeting
 - providing resource materials to be posted on the LWVNM web site for distribution to the local Leagues
 - compiling a study guide including pro and con perspectives.
 - contacting the local Leagues to schedule meetings with the units
- 7) For a two-year study, the goal of the first year is usually to educate the members generally about the issues and in some cases to reach consensus on whether or not a new or updated League position is needed. For the second year of a two-year study, or the first year of a one-year study, the Resource Committee will frame and present

to the state board a set of specific consensus questions that will be used to help formulate the position.

- 8) A round of unit meetings should be scheduled for each year of the study. A recorder must be chosen at each unit meeting to report on areas of agreement, areas where there is no agreement, level of member participation, etc. When specific consensus questions are available, the consensus, or lack thereof, about each question must be recorded.
- 9) Following the second round, the Resource Committee will use the reports from the recorders to formulate the position. Once finalized by the state board, the position becomes part of the League's position statements, and can be used as a basis for action. Like all statements of position, it must be readopted at each convention in order to remain the basis for action.