



## Montana Organic Association Process & Procedure for Determining Policy Positions, Priorities, and Agenda

### Annual Policy Platform Process:

1. MOA Policy Committee (committee) shall accept resolution proposals from any MOA member. The committee will assemble all resolution proposals, seek clarification as needed from members and prioritize policy issues annually. Proposals must be submitted to the committee, in writing, no less than 90 days prior to the annual meeting to be considered and presented to the membership at the annual meeting. Resolutions received less than 90 days from the annual meeting may be presented at the discretion of the committee or will be pending to the following (year's) annual meeting.

Once the proposed resolutions from MOA members have been submitted, the Committee shall review the submissions, identify the top priorities, and draft descriptive statements making sure they are within compliance with MOA bylaws and highlighting conflicts with any existing MOA policy. The committee shall publicize proposed resolutions to the membership for a ten-day comment period on the MOA webpage. The committee shall then review comments received and modify resolutions and descriptions prior to the annual meeting. After committee review the resolutions are then offered for consideration by the membership at the annual meeting. Resolutions that are approved by a 66% majority of voting members present at the annual meeting will be adopted as MOA policy.

2. For a Resolution to be adopted as MOA policy, it must be approved by 66% of the members, including proxies, in attendance at the annual meeting. The Board of Directors will review approved resolutions for legal soundness and compliance with existing MOA bylaws, and if results meet these criteria, the resolution shall be adopted as MOA policy. The adopted resolutions become part of the official MOA policy platform.

### Urgent Policy Position Process:

Urgent policy issues may arise outside the annual policy development process. Any MOA farmer member or organizational member may propose an urgent issue for the Policy Committee to consider at any time. A supermajority (66%) of Policy Committee members is needed to determine whether an issue has urgent status. Only policy issues deemed urgent will be considered for review outside the annual policy review schedule. If the policy issue is deemed to be urgent, the following shall happen:

1. If MOA already has a policy position that deals with the urgent issue in the official Policy Platform, then the Board of Directors may take appropriate action immediately.



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2. If MOA does not have a policy position on the urgent issue, the Policy Committee shall decide whether the issue is consistent with MOA's mission, previous policy decisions, and/or is a good use of MOA's resources.
  - a. If not, then Policy Committee recommends to the Board of Directors that no action be taken.
  - b. If so, the Policy Committee shall research and create a draft policy position for consideration by the Board of Directors.
3. Approval by three-fourths of the Board of Directors is required to adopt an urgent policy position.
4. Any urgent policies approved by the Board of Directors must be shared with the full membership and approved by MOA members as per the annual policy development process, described above, to be included in the MOA Policy Platform.

### Processes for Letter Sign-Ons and Action Alerts:

1. MOA Executive Director has the authority to sign on to letters and respond to action alerts on behalf of MOA for all policy issues in the MOA policy platform.
2. Letters/statements that address policy issues in line with MOA mission, values and guiding principles but not included in the policy platform, must be approved for MOA sign-on by the Policy Committee Chair and Board of Directors President. If MOA Director is unavailable, the Policy Chair and/or Board President may sign on behalf of MOA.

*The Montana Organic Association Board adopted these policies and procedures January 9, 2020.*