2023 Delegate Quick Tips

ORDER OF BUSINESS
- Refer to the table of contents for the Nov. 29 and 30 delegate session schedule (located in front of the resolution book).
- Scheduled policies will be discussed at the start of each delegate session, followed by American Farm Bureau Federation (AFBF) recommendations, then state and Michigan Farm Bureau policies.

State and MFB policies (both amended and reaffirmed) will be voted on by title only, five at a time. This excludes the scheduled policies. Like the reaffirmation process in prior years, delegates may request to withdraw a policy from the group, to be discussed and voted on separately.

NEW POLICY IDEAS
- Delegates can submit new policy ideas on a paper form at the district meetings, or online by 3 p.m. on Nov. 20 at **mfbfoc.com/policyform**. New policy ideas include issues or changes to policy if they are new and have surfaced since your county annual meeting or were not covered or discussed at your county annual meeting. Additionally, members wanting to present a new resolution on a topic not included in the *Proposed Resolutions* book may share ideas for consideration by the Committee.
- The MFB Policy Development Committee will review each resolution to determine whether it will recommend the resolution to the delegates, and copies of any resolution recommended by the Committee will be distributed to each delegate by 8:00 a.m. on Wednesday, Nov. 29. Any resolution not recommended by the Committee will be returned to the delegate and to the chairperson of the county delegation offering the resolution, who may present it from the floor after all resolutions recommended by the MFB Policy Development Committee have been considered. The delegate presenting the resolution from the floor is responsible for providing a copy of the resolution to each delegate who is attending in person and will notify the MFB Policy Development Committee, who will electronically distribute the resolution to remote attendees.

AMENDMENTS TO EXISTING POLICY
Amendments to an existing policy will be accepted until the close of delegate session on Nov. 30. Delegates can submit an amendment by:
- Filling out a paper form (available at the district meetings and delegate sessions) and giving it to an MFB staff member, or
- Filling out an online form at: **mfbfoc.com/policyform**

AMENDMENTS AT THE STATE ANNUAL MEETING DELEGATE SESSIONS
Any delegate offering an amendment adding more than five words to a main motion will submit the amendment in writing by filling out a paper form and giving it to an MFB staff member or filling out an online form at **mfbfoc.com/policyform**. Please provide the amendment in advance to allow the staff sufficient time to provide your language on the screen.

Any person offering an amendment or substitute motion from the floor that affects more than 10 lines of text in the preprinted *Proposed Resolutions* book (the amount of text that can be shown at one time on the screen in the meeting room) is responsible for providing a copy of the amendment or substitute motion to each delegate who is present in person and will notify the MFB Policy Development Committee, who will electronically distribute the amendment to remote attendees.

During consideration of the blocks of five policies, please submit amendments at least three blocks in advance.

VOTING
- Voting for the State Annual Meeting will take place via CloudVOTE at **joincloudvote.com**. CloudVOTE enables each delegate (in-person or virtual) to vote utilizing their smartphone, tablet, or laptop.
- Please refer to the inside cover of your delegate book for further instruction on using CloudVOTE.

DELEGATE SUBSTITUTION PROCESS
- Delegate chairs are responsible for providing their delegates with credentials for logging into CloudVOTE.
- If you are a voting delegate and are exiting the delegate session (in-person or virtual), please remember to close out of your web browser in order to allow another delegate from your county to replace you.