



American
Dental
Hygienists'
Association

444 N. Michigan Ave.
Suite 3400
Chicago, IL 60611
800/243-2342
P: 312/440-8900
F: 312/467-1806
www.adha.org

Date: December 15, 2011
To: Constituent Officers
From: Council on Policy & Bylaws
Re: Template for Constituent Standing Rules/
Chart of Motions

In an effort to assist constituent leaders with the governance of their organizations, the Council on Policy & Bylaws has prepared a template for standing rules for those constituents with a House of Delegates. The attached template has been prepared as a guideline which can be adapted to your state organization's needs.

Those of you who are delegates may have noticed that the 2011 ADHA Delegates' Manual featured a simplified chart of motions. That chart is also attached should you choose to use it for your state meetings.

In addition to facilitating the business of the ADHA House of Delegates, the Council on Policy & Bylaws can serve as a resource to constituent leadership. If you have questions regarding constituent governance, please send them to Karen Caspers at karenc@adha.net who will answer queries or forward them to the council as necessary.

Thank you and best wishes for a successful leadership experience.

cc: ADHA Board of Trustees