

APPENDIX F

SENATE COMMEMORATIONS

When the Senate assembles during the legislative interim to confirm the Governor's executive appointments under section 4, Article III of the Oregon Constitution, the Senate occasionally requests the preparation of a Senate commemoration so that it can express its congratulations, commendation or sympathy. The form for a Senate commemoration is modeled on the form used for a concurrent resolution. The formal parts of a Senate commemoration are the *heading*, *preamble*, *resolving clause* and *body*.

Here is an example of a Senate commemoration that was prepared in 1990:

	Oregon State Senate
HEADING	IN MEMORIAM
	Former Senate President Jason Boe, 1929-1990
PREAMBLE	<p>Whereas former Senate President Jason Boe died suddenly and unexpectedly during emergency surgery March 20, 1990; and</p> <p>Whereas Jason Boe served the people of Reedsport, Douglas County and the State of Oregon for more than 30 years in elective office, being first elected to the Reedsport City Council in 1958, then to the Oregon House of Representatives in 1964 and then to the state Senate in 1970 where he served until 1981; and</p> <p>Whereas Jason Boe so earned the respect of his legislative colleagues that he was elected to an unprecedented four consecutive terms as Senate President, and in 1977 was elected by delegates from the legislatures of all of the states to serve as President of the National Conference of State Legislatures; and</p> <p>Whereas Jason Boe was committed to the premise that the political process better serves the electorate if that process is afforded modern facilities, professional staff and efficient communication systems; and</p> <p>Whereas Jason Boe honored that commitment by pressing for the Capitol Expansion Project, approved by the 58th Legislative Assembly and completed January 4, 1977, providing Oregon legislators for the first time with individual office space and accommodating both members and the public with contemporary hearing rooms; and</p> <p>Whereas Jason Boe spearheaded changes in Oregon government to provide the Legislative Assembly with a governing capacity equal to that of the Executive Branch; and</p> <p>Whereas Jason Boe perceived fair distribution of the tax burden to be a priority responsibility of the Legislative Assembly, causing him to be a major architect of the Homeowner and Renter Refund Program and a tireless supporter of school finance reforms; and</p> <p>Whereas Jason Boe, skillful, competent and comfortable in the exercise of political power, upon his return to the private sector focused his energies on future challenges rather than past achievements; now, therefore,</p>
RESOLVING CLAUSE	Be It Resolved by the Senate in Session Assembled under Section 4, Article III of the Oregon Constitution:
BODY	<p>That we, the members of the Senate of the Sixty-fifth Legislative Assembly, express our grief at the untimely passing of one of the great legislative leaders in Oregon history, former Senate President Jason Boe; and be it further</p> <p>Resolved, That we extend to his wife, Kathryn, and his sons, Brian, Peter and Eric, our deepest sympathy at their loss and express our sincere appreciation of the distinguished vision and service brought to this body and to this State by their husband and father.</p>

Heading. The heading includes the words “Oregon State Senate,” gives the reason for the commemoration (e.g., “in memoriam”) and identifies the person or organization being honored.

Preamble. The preamble follows the heading and precedes the resolving clause. It follows the same form as a preamble used for joint resolutions. See “Preamble” on page 16.2 of this manual.

Resolving Clause. The resolving clause differs from the resolving clause used for resolutions and memorials considered during a regular session. The resolving clause for a Senate commemoration is always flush with the left margin and reads:

Be It Resolved by the Senate in Session Assembled under Section 4, Article III of the Oregon Constitution:

Body. The text, which is lightface and which may take the form of numbered paragraphs or may take the following formal form:

- Begin the first paragraph with the word “That”.
- Begin the second paragraph and subsequent paragraphs with the words “Resolved, That”.
- End each paragraph except the last with a semicolon and the words “and be it further”.
- End the last paragraph with a period.
- If the body includes a provision for distribution of copies, use the phrase “. . . copies of this commemoration . . .” rather than “resolution.”

Signature Block. A Senate commemoration is prepared in its final form and includes a signature block, which reads:

Adopted by Senate (Month) (day), (year)

Secretary of Senate

President of Senate

Footer. The legislative concept number appears in lightface in the lower left corner of the first page.

(NOTE: Publication specialists must hard code each aspect of a printed Senate commemoration because a preformatted mask (template) does not exist in our current mainframe processing system. Please watch copy for formatting errors and omissions.)