



CONVENTION —CALL—

TO ALL INDIANA TOWNSHIP ASSOCIATION MEMBERS

THE INDIANA TOWNSHIP ASSOCIATION STATE CONVENTION

will be held in conjunction with the
ITA Educational Conference.



DATE:
Wednesday,
October 7, 2026



TIME:
12:00 P.M.



LOCATION:
Embassy Suites
13700 Conference Center Drive South
Noblesville, IN 46060

IMPORTANT DATES TO REMEMBER



- ✓ **RESOLUTIONS DEADLINE**
Resolutions must be submitted in writing to the ITA Secretary at least **30 DAYS PRIOR** to the convening of the convention.



- ✓ **CONVENTION COMMITTEE APPOINTMENTS**
Committee members will be appointed at least **60 DAYS PRIOR** to the convention.



YOUR PARTICIPATION MATTERS.
Mark your calendar, make your plans, and be part of the future of township government in Indiana!



1. STATE CONVENTION

The Association's state convention shall be held bi-annually in conjunction with the educational conference. The place and date are designated by the Board of Directors.



2. CONVENTION COMMITTEE

The President shall serve as Convention Chairperson and appoint a three (3) member Convention Committee sixty (60) days before convention consisting of:

- Chairperson of the Convention Rules Committee
- Chairperson of the Convention Credentials Committee
- Chairperson of the By-Laws/Resolution Committee

The Chairperson and committee shall develop the agenda and recruit volunteers to assist the Executive Director and ITA staff in coordinating convention activities.



3. CONVENTION CALL

This Convention Call is sent to all association members at least sixty (60) days prior to the convening of the convention and states the designated place, time, and date of the convention.



4. RESOLUTIONS

Members wishing to submit resolutions must furnish the resolution in writing to the Association's Secretary at least thirty (30) days in advance of the convention. The Association will provide copies of the resolutions to convention delegates. Members who do not meet the thirty (30) day deadline may introduce a resolution on the convention floor provided it does not propose to amend the Association's By-Laws.



5. QUORUM

A quorum for the purpose of conducting business shall be either:

- Ten percent (10%) of member townships in good standing as of August 15th of the current year; or
 - Fifty (50) member townships registered and in attendance at the convention,
- whichever is the lesser.



6. CONVENTION COMMITTEES

The Rules and Credentials Committees shall be appointed by the President no later than sixty (60) days before the convention.

- Rules Committee – Establish rules and procedures consistent with these By-Laws and Robert's Rules of Order and assist in maintaining order.
- Credentials Committee – Determine eligibility to vote, conduct elections, and report results to the convention.



7. VOTING DELEGATES

Each township in good standing is entitled to two votes:

- One vote carried by the Township Trustee
 - One vote carried by a certified Township Board member
- All voting delegates must vote in person.



8. ROLL CALL VOTE

A roll call vote shall be held on any question, including the election of officers, upon demand of thirty percent (30%) or more of delegates present. Each township shall have two votes on roll call.

STRONG TOWNSHIPS.
STRONGER INDIANA.

QUESTIONS?
Contact the ITA Office at 317-813-3240
or email ita@ita-in.org



www.ita-in.org