

Procedures for Session List Compilation
[CPT]

I. Title of Assembly

- A - For single-session Assemblies, the title is determined by the year in which the Assembly began.
- B - When two or more sessions were called, the title is determined by the years in which the first and last session began.
- C - See List of Session Dates, post 1789 for titles. This list currently is compiled for the years 1790-1819.²⁰ It should be continued and kept as a check list.

II. Session dates for Assembly

- A - Typically, the Assembly proceedings begin with an adjournment from day to day until a quorum is present. The beginning date of a session of Assembly should be stated as the day on which the governor convened the Assembly. The adjournment that occurred (if it occurred) should be footnoted, and the date a quorum was present and activity started included in the footnote.
- B - Ending date is obtained from last day of proceedings. [Verify that it was the governor who had authority to convene an Assembly].
- C - Write footnote explaining the reason any special session of Assembly was called.
 - ex. - to elect new governor after death or resignation of old.

III. Delegation List

- A - Begin by turning to the report of the Committee of Elections and Privileges, which usually occurs in first week or two of proceedings. Enter all names as spelled and in order presented.
- B - If delegation order (i.e. order of counties) is changed, footnote this as a change in the method of presentation. Record as presented. [We would have to determine later how to handle this kind of variation, just as we did with the change that occurred during Conventions of 1774-1776].