Manitoba 4-H Council RESOLUTIONS PROCESS

1. WHAT IS A RESOLUTION?

A resolution is the expression of the opinion of the group. Resolutions are used to:

- Change bylaws
- Commend action by individuals or groups
- Recommend action to be taken by Manitoba 4-H Council or Manitoba Agriculture
- Recommend changes in the 4-H program and its policies.

2. WHAT IS THE RESOLUTION TIMELINE?

- Call for resolutions issued in Start-Up Package
- Resolutions may be submitted at any time from club start-up to March 1
- Reminders to submit resolutions issued January/February
- Deadline for submitting resolutions: March 1
- Resolutions circulated for voting to clubs, Area Councils and Board Directors: Up to 5 business days after the March Board meeting
- Reminders to submit votes issued April/May. Area Councils are encouraged to meet to discuss resolutions with their Area clubs within three weeks of receiving the voting package.
- Deadline for votes to M4HC Office: June 1
- Votes tabulated, discussed and voted on by M4HC: June Board Meeting (or another meeting as the Board determines appropriate)
- Votes and actions on resolutions ratified at AGM

3. WHO ORIGINATES A RESOLUTION?

Resolutions may come from 4-H Clubs, 4-H Area Councils, Manitoba 4-H Council Inc. and Manitoba 4-H Council staff.

When preparing rationale for a resolution, the following questions should be considered:

- In light of the objectives of the 4-H program, why is this resolution being presented?
- What do you want 4-H members and leaders to know when they read the resolution?
- Who would be helped by this action?
- Who would be hurt by this action?

4. HOW IS A RESOLUTION COMPOSED?

- A resolution should deal with only one issue. Each issue must have its own resolution.
- There are two sections to a resolution:
  i) The preamble "Whereas" – this provides the background and reasoning for the resolution.
  ii) The specific request "Therefore be it resolved" provides the proposed solution.
- Consideration and debate on the resolution centres on the section ii). "Therefore, be it resolved", so the specific request must be in this section of the petition.
- The resolution must specify the group to whom the action is ultimately addressed.

5. TO WHOM IS A RESOLUTION SENT?

Resolutions are sent to:

Manitoba 4-H Council Attn: Resolutions
Mail : 658 Unit-A 10th St., Brandon MB R7A 4G5
Email: lbryde@4h.mb.ca
Fax: 204-726-9040

By March 1. No late resolutions will be accepted.

6. WHAT HAPPENS AT MANITOBA 4-H COUNCIL WHEN RESOLUTIONS ARE RECEIVED?

Resolutions are referred to the Board of Manitoba 4-H Council who will:

- review submissions.
- co-ordinate and consolidate any resolutions of the same or similar content.
- edit, amend or substitute wording to improve or clarify the intent of any resolution.
- ensure that resolutions are written as a positive statement
- determine the disposition of any resolutions, i.e.:
  - return to source for clarification, reconsideration, etc.
  - refer to M4HC staff and/or committee for background information, clarification and discussion.
- circulate all resolutions, any background/clarification information and mail-in ballots to the membership.
- tabulate results, share with Board and determine the voting procedure for the Board on the decisions regarding action required as a result of the resolutions.

7. WHAT HAPPENS TO RESOLUTIONS AT CLUB AND 4-H AREA COUNCIL MEETINGS?

- Resolutions are presented for discussion. Club representatives to Area Council should also be prepared to discuss the resolutions at their next Area Council meeting.
- Areas are encouraged to contact the M4HC office or originators of the resolution for clarification.
- Each club, 4-H Area Council and Board Director has one vote. Voting on all resolutions shall be done by mail in, email or on-line ballot.
- The results of the vote are considered as strong recommendations to the M4HC Board of Directors to take action but are not binding.

8. WHAT HAPPENS TO RESOLUTIONS ONCE THEY ARE VOTED UPON?

- Resolution votes will be submitted to the M4HC office. The Office Administrator is responsible for tabulating the votes.
- The results of the mail-in vote will be presented at the Manitoba 4-H Council Inc. in-person June Board Meeting where Council will carefully consider each resolution and make a decision regarding the action required as a result of the resolution.
- **Resolution voting results do not bind the Board of Directors but are considered as strong recommendations to take action.** Council will determine the feasibility in implementing the direction of the resolution in terms of finances, manpower demand, and weighing of its advantages and disadvantages as they affect the interests and welfare of the total 4-H organization.
- The originators of the resolution will be informed in writing of the results of the vote, the M4HC Board of Director's binding vote and the decision of the Board of Directors as to Council action which is/will be taken as a result of the resolution.