

## **4-H MANITOBA 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 4-H Manitoba Council or Manitoba Agriculture, Food and Rural Initiatives
- Recommend changes in the 4-H program and its policies.

### **2. WHAT IS THE RESOLUTION TIMELINE?**

- Call for resolutions: October
- Deadline for Resolutions: January 30
- Resolutions circulated for voting: March 1
- Deadline for votes: May 30
- Discussion and decision for action will take place at the June Board of Directors Meeting. The Board may, under special circumstances, determine that another meeting is more appropriate for this decision.
- Results of votes will be recorded at the October Annual General Meeting of the 4-H Manitoba Council

### **3. WHO ORIGINATES A RESOLUTION?**

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

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

- In light of the objectives and Quality Equation Principles 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 centers on 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:

4-H Manitoba Council Attn: Resolutions Committee

Mail: 1129 Queens Avenue, Brandon MB R7A 1L9

Email: [4hcouncil@mts.net](mailto:4hcouncil@mts.net) (note: There is no "i" in council)

Fax: 204-726-6260

By January 30. No late Resolutions will be accepted.

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

Resolutions are referred to the Executive Committee of 4-H Manitoba Council - as they serve as the Resolutions Committee. The Executive Committee 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 Council 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 4-H AREA COUNCIL MEETINGS?**

- Resolutions are presented for discussion. Clubs are sent copies of the Resolution so 4-H Area Council club representatives can speak to the Resolution based on club discussions.
- Areas are encouraged to contact originators of motion for clarification.
- 4-H Manitoba Council Directors are in a position to act as a resource, providing information and clarification of the meaning of Resolutions based on discussions at 4-H Manitoba Council meetings.
- Only 4-H Area Councils vote upon Resolutions. Area 4-H Council votes serve as a polling vote. The results of the vote are considered as strong recommendations to the 4HMC Board of Directors to take action but are not binding.

## **8. WHAT HAPPENS TO RESOLUTIONS ONCE THEY ARE VOTED UPON AT AREA COUNCIL?**

- Resolution votes from the 4-H Area Councils will be submitted by mail-in ballot to the 4-H Manitoba Council office. The 4HMC Executive is responsible for tabulating the votes.
- The results of the mail-in vote will be forwarded to the Annual General Meeting of 4-H Manitoba Council held in October.
- At a Board of Directors meeting (in June, or another meeting as the Board determines appropriate), 4-H Manitoba 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 and 4-H Area Councils will be informed in writing of the results of the 4-H Area Councils' vote, the 4HMC Board of Director's binding vote and the decision of the Board of Directors as to Council action that is/will be taken as a result of the Resolution.

**4-H Manitoba Council 2011/2012  
RESOLUTION FORM**

**TO:** Resolutions Committee  
4-H Manitoba Council  
1129 Queens Avenue  
Brandon, MB  
R7A 1L9

**FROM:**

(4-H Club, Area Council, Ambassadors, Etc.)

**REPRESENTED BY:**

**Name:**

**Telephone Number:**

We wish to present the following Resolution for consideration and/or action by the Board of Directors of the 4-H Manitoba Council.

**WHEREAS**

**WHEREAS**

**WHEREAS**

**Therefore be it  
RESOLVED**

**MOVED BY:**

**SECONDED BY:**

**TO BE RECEIVED BY: January 30th.** No late Resolutions will be considered.