

Policy # 6.01	Refer to Policy #
4-H Alberta Member Changing or Adding a Project Policy This policy is followed when a club does not have a clause in their constitution regarding members adding or changing projects after December 1 st of the current club year.	
	Approved
	July 2015
	Review Date
	March 2018

To change or add a project after the 4-H Alberta Club Registration has been submitted, the member must inform the general club leader and the project leader of the request to change and/or add a project. The following process must take place:

Decision 1

The project leader must decide if the member can complete the project requirements in the remaining club year. If the leader believes the member can complete project requirements then:

- The project leader must determine how to make-up project elements.
- At the first possible club meeting, the general club leader will state that a member has asked to add/change a project. The members of the project in question will have a separate meeting with their leaders to discuss the matter. The member will state their reasons for wanting to join the project. The project leader will outline all make-up project elements that the member must complete.
- If there is no opposition from the leaders or members of the project, the member in question may join the project.
- If there is opposition to the member joining the project for any reason, the following process must be followed:
 - ❖ A motion to allow the member in question to add/change the project must be made and seconded and is then voted on by secret ballot. Only members of the project are allowed to vote.
 - ❖ A neutral person will count the votes and the results are given that the motion has passed or failed.
 - ❖ If the majority of the members agree, the member will be allowed to join the project. The member will be required to make up the missed project elements as outlined by the project leader.
 - ❖ If there is insufficient support for the motion, the member continues with their original project(s).
 - ❖ In the event of a tie, an additional executive member of the club, not currently involved with the vote may be called in to vote on the issue. The order of preference for the additional executive vote will be as follows: President, Vice President, Treasurer or Secretary.

Decision 2

If the leader does not believe it is possible for the member to complete project requirements, the member is not able to change and or add a project. This decision will be passed on to the member.