Household Membership Composition

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Household Membership Composition Member > Activities > Details

- 1. Find member
- 2. Click Activities
- 3. Click on the row of the currently active membership
- 4. Click **Details**
- 5. Check and/or uncheck individuals as needed
- 6. Click Save.

NOTE: If the number of members included will exceed the limit of the membership type, first mark individuals as override household limit allowed, then update the membership details.

Override Household Limit

Member > Edit

This setting is used to mark an individual exempt from the number of adults limit on a household membership. Apply according to your YMCA's policies.

- 1. Find or add member
- 2. Click edit pencil next to name on profile
- 3. Click Override household membership count and enter reason
- 4. Click Save.
- 5. If needed, complete other steps per your YMCA's policies (e.g. sell fee offering)