* Policy 32*

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 **MEMBERSHIP POLICY**

**Introduction**

Membership of the Camden Community Centre is outlined in the Centre Constitution Section 5 as per outlined below:

**5. MEMBERSHIP**

5.1 Full members are natural persons who have verbally, or implied by their actions, expressed a wish to become a member, have agreed to accept the objectives of the Centre and have paid the prescribed membership fee if any.

5.1.1 The membership of a Full member is deemed to have been accepted at the time the prospective individual member has paid the prescribed membership fee.

5.1.2 The Centre may from time to time on the recommendation of the Board of Management at any general meeting decide to award Honorary Life Membership to an individual member of the Centre. Honorary Life Membership shall not be lightly bestowed and should only be for meritorious service. This honour waives payment of annual subscription fees but not other levies and charges that may arise from time to time.

5.2 Organisation members shall be organisations which have applied in writing for membership, expressed support for the objectives of the Centre, paid the prescribed membership fee if any, and which are accepted as members by majority vote of the Board.

 5.2.1 Any employee of the Centre may be a member of the Centre.

5.3 Recommendations made by the Chief Executive Officer for expulsion of a member will be heard and expulsion administered as follows:

5.3.1 Subject to giving a member, whether a Full or Organisation member, an opportunity to be heard or to make a written submission, the Board may resolve to expel a member upon a charge of behaviour which is detrimental to the interests of the Centre.

5.3.2 Particulars of the charge shall be communicated to the member at least one (1) calendar month before the meeting of the Board at which the matter will be determined.

5.3.3 The determination of the board shall be communicated in writing to the member and, subject to 5.3.4, the member shall cease to be a member fourteen (14) days after the board has communicated the determination to him or her.

5.3.4 It shall be open to the member to appeal to the membership of the Centre in general meeting against the expulsion. The intention to appeal shall be communicated to the Secretary or Public Officer of the Centre within fourteen (14) days after the determination has been communicated to the member.

5.3.5 In the event of an appeal under 5.3.4, the appellant’s membership of the Centre shall not be terminated unless the determination of the board to expel the member is upheld by the membership of the Centre after the appellant has been heard, and in such an event the appellant’s membership shall be terminated as at the date of the general meeting at which the determination of the Board is upheld.

5.3.6 The Board delegates the authority to the Chief Executive Officer to administer and interpret the Constitution and discipline users of the Centre through suspension from use of the Centre as she/he sees fit, with serious cases being referred to the Board for expulsion in the manner of this section.

5.4 Membership shall cease on:

 5.4.1 Resignation in writing delivered to the premises of the Centre.

 5.4.2 Non-renewal of membership within two (2) months of expiry.

5.5 The membership fee shall be such sum as the Board may from time to time determine and shall be payable on or before the 1st day of July each year.

5.6 A Register of Members of the Centre must be kept and contain the name and address of each member, the date on which each member was admitted to the association and, if applicable, the date of and reason(s) for cessation of membership.

5.7 The membership list of the Centre, current at that date, shall be displayed on the official notice board at the Centre thirty (30) days prior to the Annual General Meeting so that objections to a person’s or organisation’s membership may be made at this meeting where this matter will be a standing item on the agenda.

5.8 The registered Constitution shall bind the Centre and every member to the same extent as if they had respectively signed and sealed them and agreed to be bound by all the provisions hereof.

Prospective members can self nominate for full membership via the Membership Application Form ( attached Annexe ‘A’ )

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| Version  | 1 |  |  |  |
| Date reviewed: | May 2018 |  |  |  |
| Reviewed by: | Chief Executive Officer |  |  |  |
| Next review due | May 2020 |  |  |  |

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Annexe ‘A’

**MEMBERSHIP APPLICATION FORM**

Dear Prospective Camden Community Centre Member

On behalf of the Board, staff, volunteers and clients of the Centre I would like to thank you for your interest in becoming a member of Camden Community Centre.

Everything we do at our Centre aims to contribute to a thriving community that is connected, safe and resilient. We are very proud of the work performed by our staff and volunteers and we are always open to suggestions for new or improved programs.

Being a member entitles you to voting rights at the **Annual General Meeting**, to nominate for a position on the Board of Management and to receive Centre programs. Your membership will also contribute and support the Centre in providing meaningful activities and services to our local community.

Membership Amount is **$20.00** Payment may be made by EFTPOS, cheque or cash, either by post or in person at the Centre office.

I invite you to visit our website at [www.camden.org.au](http://www.camden.org.au) for information about our many services and benefits. By becoming a member you will be assisting us in our valuable work.

Please complete the form and return with your payment to the Centre office to submit your membership payment.

Thank you for supporting Camden Community Centre.

**Nick Kyriazopoulos**

General Manager

 7 Carlisle Street Camden Park 5038 Phone: **8376 0022** / Fax: 8376 0885

 Email: admin@camden.org.au www.facebook.com/Camden.org/

 ABN 81388 249 632

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New Membership Payment Form

 **Yes**  I’d like to become a member

 I enclose my membership fee of **$20.00**

I will adhere to the values of the organization and comply with all policy and

 procedures

Name …………………………………………………………………………………………….

Address ……..…………………………………………………………………….......................

 .………………………………………………………… Post Code ..………………

Phone ..……….………………………….. Mobile ……………………………………...

Email ……………..………..........................................................................................................

Program …………….………………………..………………

*Complete when you already attend a Centre program eg travel club / client / volunteer or visitor*