

STATEMENT of POLICY and PROCEDURE			
Section	Governance		
Subject:	Membership	Effective:	May 29, 2012
Issued to:	All Manual Holders	Revised:	August 25, 2015
Reference:	Honourary Life Memberships	Reviewed:	June 27, 2017
		Reviewed	October 29, 2019
		Revised	November 29, 2022

1 PURPOSE:

The purpose of this Statement of Policy and Procedure is to establish the parameters for all aspects of membership in Good Neighbours Active Living Centre (GNALC).

2 DEFINITIONS

2.1 Membership

Membership in GNALC is open to individuals aged 55 and older and who subscribe to the mission, vision and values of GNALC. Individuals under 55 years of age may join GNALC, however they are not eligible to vote at the Annual General Meeting or Special Meetings of Membership.

2.2 Membership Fee

The annual membership fee shall be determined by the Board of Directors.

2.3 Honourary Life Members

The Board may grant Honourary Life Memberships to individuals for extraordinary service and commitment to GNALC.

3 POLICY

3.1 Benefits:

- Members may attend the Annual General Meeting (AGM)
- Members 55 and older are entitled to vote at the AGM
- Members will receive the bi-monthly newsletter
- Members will receive member rates for program fees
- Members may participate in members only programs/activities

3.2 Members must subscribe to the mission, the vision and the values of GNALC.

3.3 Members must abide by the policies of GNALC.

4 PROCEDURES FOR MEMBERSHIPS

4.1 Annually, members will be required to complete a membership form (see Appendix) and pay the membership fee.

4.2 New members will receive:

- A tour of the building
- The GNALC newsletter
- A new member's information package

5 PROCEDURES FOR TERMINATION OF MEMBERSHIP

5.1 Some acts, particularly those that are intentional, serious or violate GNALC policy, may warrant immediate termination of membership. Asking a member to leave is only done as a last resort.

5.2 The Executive Director will meet with the member in violation of policy. Corrective action must be agreed upon by both parties.

5.3 The Executive Director will advise the Board of Directors of the violation details and the suggested corrective action to be taken.

5.4 The Executive Director will issue a written caution to the member if a positive result is not achieved through corrective action as set out in 5.2.

5.5 If the steps taken in 5.2 and 5.4 do not result in a resolution of the problem, the member will be advised in writing that their membership is terminated.

5.6 All steps will be documented by the Executive Director.

5.7 The Executive Director shall maintain a registry of former members whose membership has been terminated. That registry shall list the name and last known address for each terminated member.

5.8 Individuals not satisfied with the process may contact the Board of Directors and/or *The Manitoba Human Rights Commission*.