

# THE FRIENDS OF PRESQU'ILE PARK

## POLICIES AND PROCEDURES

**Policy Name:** LIFE MEMBERSHIP AWARD

**Reference:** 019

**Effective Date:** March 3, 2018

**Revision Date:**

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### **POLICY**

The Board of Directors is responsible to the members for prudent management of The Friends of Presqu'ile Park (FOPP). In carrying out their duties, Board members must be aware of the contributions made by the volunteers. A few of these volunteers provide time and effort above and beyond normal contributions. To reward these volunteers, the Board must determine if a Life Membership is to be awarded.

### **PROCEDURES**

#### **Nomination for Life Membership**

1. Any member may nominate another member for consideration for the Life Membership award.
2. Nominations must be submitted in writing and must be signed by two current, unrelated members of the FOPP.
3. The nomination should be prepared to set out the achievements and activities of the nominee and at a minimum must meet the award criteria as set out below.
4. Nominations must be received by the Board no later than the 1st of January in the year which the nomination is to be considered.

#### **Award Criteria**

1. An individual should have demonstrated significant, sustained and high-quality volunteer service, over a period of years.
2. Some points for consideration when reviewing any nomination are:
  - a. The general attitude of the nominee is one that reflects a dedication to the values of the FOPP.
  - b. The nominee's service must reflect favourably on and bring credit to the FOPP.
  - c. The nominee should be a current and active member.

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### Process for assessment of applications

1. The Board will assess all nominations put forward.
2. The award of Life Membership will be voted upon by the Board. (A 'two thirds' vote will be required for approval.)
3. Life Memberships will be awarded at the next Annual General Meeting.

### Retraction of a Life Membership

Retraction of a Life Membership award may occur where the recipient has conducted him/herself in a manner that reflects directly and adversely on the image or activities of the FOPP. This provision will only be exercised in exceptional circumstances and will require the unanimous agreement of the Board to be enacted. As part of the deliberations, the Life Member in question is to be given an opportunity to present their case for retention of their Life Membership status.

### Benefits of a Life Membership

In addition to the status of membership of a select group within the FOPP, Life Membership will be recognised by:

- Award of the Life Membership at the Annual General Meeting.
- Exemption from membership fee associated with the FOPP.
- Listing on the FOPP web site and other official documents.
- Invitations to attend all official FOPP functions.