



# **Tansi Friendship Centre Society Membership Policies and Procedures**

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# 1 Preamble

## Purpose of Membership Policies and Procedures

The purpose of this policy of the Tansi Friendship Centre Society is to outline the categories of membership, the applicable membership fees, eligibility criteria for membership, benefits of membership and the procedures and forms for applying for membership.

# 2 Categories of Membership

**Individual:** individuals who reside in Chetwynd and surrounding areas, are supporters of the TFCS, and wish to have voting privileges at the TFCS's Annual General Meeting, may become individual members of the TFCS. Individual members who are 19 years of age and older and in good standing will be entitled to one vote per individual at the Annual General Meeting.

**Family:** families who reside in Chetwynd and surrounding areas, are supporters of the TFCS, and wish to have voting privileges at the TFCS's Annual General Meeting, may become family members of the TFCS. Families who are in good standing will be entitled to one vote per adult (19 years and older) on the family membership listing at the Annual General Meeting. A family is defined as one or two parents and their dependents who are under the age of 19.

**Lifetime:** members who are 60 years old or will be turning 60 years old in the calendar year will be automatically transferred over to a lifetime membership. Lifetime members will have voting privileges at the TFCS's Annual General Meeting. One vote per lifetime member.

**Business:** businesses that originate in Chetwynd and the surrounding area, are supporters of the TFCS, and wish to have voting privileges at the TFCS's Annual General Meeting may become business members of the TFCS. Business members will be entitled to one vote per business at the Annual General Meeting.

# 3 Membership Fees

**Annual membership fees:** The annual membership fee for businesses, families and individual members will be established by the Board of Directors and reviewed annually. Members will be invoiced for this fee in the last quarter of each year. Dues are payable by December 31 for the following year. Members who had not paid for the current year will be considered "not in good standing" and will not be eligible to vote at the TFCS's Annual General Meeting.

## **4 Eligibility Criteria**

All community members from Chetwynd and the surrounding areas are eligible to apply for membership with the TFCS. The Membership Committee of the TFCS will regularly review and approve the membership applications and the membership list.

## **5 Responsibilities of Members**

- Members wishing to renew their membership must update their individual / family / business information at the time of renewal each calendar year.
- Members are asked to attend the Annual General Meeting and any special meetings as advertised by the TFCS.
- Members are asked to volunteer as much as possible with the TFCS for groups and activities throughout the year. (IE: National Indigenous Day, Community Lunch, Elders / Women's / Men's groups)

## **6 Membership Benefits – for members in good standing**

- Free attendance to any and all TFCS workshops and groups;
- Unlimited access to all TFCS's programs;
- Borrowing privileges with the TFCS's library;
- Receipt of the TFCS's newsletter including valuable information and a special events calendar;
- Opportunity to participate in volunteer activities throughout Chetwynd and surrounding areas
- Opportunity to participate in innovative new initiatives, programs and services as they are developed and implemented.
- Advocacy for and promotion of your business / organization in Chetwynd and surrounding areas;
- Connections to and networking with other groups and organizations and with provincial and national associations that are dedicated to supporting friendship centres;
- Opportunity to participate in professional development workshops and opportunities;
- Ability to promote opportunities and special events through unique media opportunities and targeted promotional campaigns;

## **7 Forms and Procedures**

The TFCS supplies a package: “TFCS Membership Package”, which includes all forms required for request of membership. The package is available at the main office, can be distributed through e-mail, or is available on the website for download.

Procedures are explained in said package or can be explained upon contact with the TFCS. Forms and procedures are updated regularly, reflecting changes to our programs and services.