



# Life Membership Guidelines

## Purpose

The purpose of these guidelines is to provide a framework for the nomination, assessment and awarding of Ellenbrook Falcons Hockey Club (EFHC) Life Membership status. It outlines the procedure by which Life Member nominations are processed as well as giving a broad set of criteria that shall be used when assessing the suitability of those persons to be awarded Life Membership.

## Principle

Life membership is an honour bestowed on individual members whose exceptional, loyal and outstanding service and contribution have provided measurable benefit to Ellenbrook Falcons Hockey Club (EFHC) over an extended period of time.

Life Membership is recognised as the highest recognition that can be awarded to a member in acknowledgement of exceptional service and contribution; it should retain its prestige and not be awarded lightly.

## Nomination for Life Membership

A nomination for Life Membership may be submitted by any office bearer of the club, or at least three financial members of the club. Note that Life Members are considered financial members for life.

Nominations must be submitted in writing to the President, using the EFHC Life Member Nomination Form and must be signed by the member(s) making the nomination. Members submitting the nomination must be unrelated to the Nominee.

Nominations must list the history of service of the nominated member and set out the achievements, contributions and activities of the Nominee, which at minimum must meet the award criteria set out below.

Incomplete nominations will not be considered.

Applications should be kept confidential between the members making the nomination and the sub-committee, as rumours of unsuccessful nominations may cause hurt and distress.

Nominations may be submitted at any time during the year.

## Life Membership Sub-Committee

The President shall convene a meeting of the 'Life Membership Sub-Committee' which shall consist of at least:

- One member of the executive committee
- One member of the general committee (who may also be an executive committee member)
- One Life Member of the Ellenbrook Falcons Hockey Club

The President may also appoint any other financial member (with at least 10 years membership of the Ellenbrook Falcons Hockey Club) to the Life Membership Sub-Committee.

In the event that no Life Member is available to sit on the Life Membership Sub-Committee, the President shall appoint two other financial members (with at least ten (10) years membership of the Ellenbrook Falcons Hockey Club).

As the club matures the Life Members Sub-Committee appointed by the President annually, will consist of three active Life Members and the Club President. Determination of whether a Life Member is 'active' is at the discretion of the President. As a guide, a Life Member may be considered 'active' if they still live locally and continue to support the club in the form of activities such as playing, spectating, advising, or attending club functions.

No more than two (2) life memberships shall be conferred in any one season.

## **Process for assessment of applications**

All nominations must be submitted in writing using the EFHC Life Member Nomination Form and should demonstrate attainment of minimum service requirements and other details of exemplary service, including dates and positions under the headings as indicated.

The Life Member Sub-Committee will assess applications within eight (8) weeks and the member(s) making the nomination will be notified of the decision in writing by the Club President. The sub-committee shall have the authority to co-opt the services of other persons (including other Life Members) to provide advice and assistance on specific matters referring to the nomination. Decisions will be made based on a 75% majority vote of sub-committee members. In the case of a tied vote, the President will have the casting vote.

In the event that a member of the sub-committee is related to the Nominee, that person must be excluded from any deliberation on the nomination.

In the event that the Nominee is serving as Club President at the time of nomination, that person must be replaced on the sub-committee by another member of the EFHC Committee.

## **Unsuccessful Nominations**

- If an application is rejected, the member(s) who made the nomination may **appeal** against the decision by giving written notice to the Club President within fourteen (14) days after being advised of the rejection.
- If an appeal against the rejection is received, the sub-committee must reconsider the application within four (4) weeks after receipt of the notice of appeal.
- If after reconsidering an application the sub-committee reaffirms its decision to reject the application, the decision is final.
- If a nomination is unsuccessful, it can be updated and resubmitted for consideration after a minimum of two (2) years.

## **Life Membership will be recorded in Ellenbrook Falcons Hockey Club's official records.**

Once a decision is made by the sub-committee it should be tabled at a committee meeting for noting, recording, and administration. Discretion is required if the Nominee is a serving committee member.

## **Benefits of Life Membership**

Life Members will be deemed financial Non-Playing Members for Life and will receive:

- All normal privileges of the club including voting power at all Annual General Meetings and Special Meetings
- A full discount on annual senior fees if still playing hockey (excluding turf fees)
- Listing on the Club Honour Board, website and other official documents
- Invitations to attend all official Club functions
- Life Membership pin

## **Award of Life Membership**

If endorsed by the Committee the award will be conferred at the next official club function, usually a presentation awards night.