

Membership Policy

VERSION 1 | MAY 2019

INTRODUCTION ALI recognises the importance of membership. We encourage members to be representative, responsive and consistently effective. To this end the board needs to be assured that any new membership conforms to the constitution.

DEFINITION To give direction to membership requirements and processes.

Members have rights and obligations under both law as well as the organisation's rules themselves. The rules or constitution forms an agreement between an organisation and its members.

Membership is a formal legal status, and all members should have their membership recorded on the members register (or equivalent). An organisation has a legal requirement to keep a members register up-to-date.

It is important to note that members must consent to becoming a member of an organisation.

Members' rights will depend in part on the legal structure of the organisation, so it is important that everyone understands the legal status of the organisation, and confirms that the group/person seeking to understand their rights is in fact a member in the legal meaning, rather than a client, service user or volunteer.

Member Group Rights can generally include:

- voting rights
- rights to notice of meetings and to attend certain meetings
- rights to access certain documents
- right to nominate to hold formal roles in the organisation
- right to not be oppressed, and
- in some cases, access to certain benefits (such as insurance coverage).

Obligations can include

- requirement to pay memberships fees if specified, and
- requirement to follow the rules of the organisation.

SCOPE New membership applications

PROCEDURE

- a membership application form is received

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- background and relevant information is sought from appropriate sources e.g. other board members
- alignment with ALI aims and objectives checked
- eligibility for membership checked
- forward recommendation to the committee
- approval given, application rejected or further investigation if required
- membership certificate, welcome email sent
- listed for inclusion on agenda at next meeting

RESPONSIBILITY Secretary

AUTHORISATION:	
This version was approved on:	31/05/2019
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Authorised by:	Andrea Mason, Chair
Chairperson:	Andrea Mason
Chairperson signature:	_____