



## **Sudbury Cycling Club MEMBERSHIP POLICY**

**“Organization” refers to Sudbury Cycling Club. (SCC). Last Reviewed March 2015**

### **Purpose**

1. The purpose of this Policy is to describe the application, rights, conditions and obligations for membership within the Organization.

### **Scope and Application**

2. This policy applies to all Members as defined in the Organization's Bylaws.

### **Membership Year and Dues**

3. Membership within the Organization is granted upon an annual basis and will terminate on December 31 of each year, subject to re-registration in accordance with this Policy and the Organization's Bylaws. Membership dues are established annually at the discretion of the Organization's Board of Directors.
4. Dues are presented in Appendix A.

### **Minimum Requirements**

5. Potential Members must comply with the following minimum requirements to establish, maintain and renew membership with the Organization:
  - a) the individual must be a Member of Ontario Cycling Association Incorporated;
  - b) the individual must submit the following applicable information:
    - i. Name
    - ii. Address
    - iii. Telephone number
    - iv. Email address
    - v. Date of Birth
    - vi. Gender identity
  - c) The individual may be approved by Ordinary Resolution by the Board, by the Membership Chair or by the Treasurer.

### **Membership Process**

6. Each individual application for membership must be made in the following manner:
  - a) Register using the Organization's online membership registration system through registration provider CCN Bikes
  - b) Complete all current required fields as requested
  - c) Agree to and sign/confirm acceptance of the Sudbury Cycling Club "Club Waiver, Release and Indemnity Agreement",
  - d) Agree to and sign/confirm acceptance of the CANADIAN CYCLING ASSOCIATION WAIVER, RELEASE, and ASSUMPTION of RISK AGREEMENT for adults over the age of majority, or the CANADIAN CYCLING ASSOCIATION INFORMED CONSENT, INDEMNITY, and ASSUMPTION of RISK AGREEMENT for those under the age of majority,
  - e) Pay ALL membership dues

### **Membership Rights and Privileges**

7. Members in good standing are entitled to:
  - a) Receive communications and up to date financial reports from the Organization;
  - b) Attend the Organization's Annual and Special Meetings;
  - c) Nominate and vote for the Organization's Directors in accordance with the Organization's Bylaws;

- d) Call a Special Meeting at any time, upon the written requisition of Members holding not less than ten percent of the total Members' votes;
- e) Remove a Director by ordinary resolution, provided that the Director has been given proper notice and the opportunity to respond at a meeting duly called for that purpose;
- f) Amend the Bylaws in accordance with applicable legislation;
- g) Submit a proposal for consideration at a meeting of the Members in accordance with applicable legislation;
- h) Examination of the following documents during the Organization's usual business hours and make copies free of charge:
  - i. The report of the public accountant, if any
  - ii. Prescribed comparative financial statements that conform to the requirements of applicable legislation
  - iii. Any further information respecting the financial position of the Organization;
- i) A copy or summary of the documents described in subsection (h) twenty-one (21) days prior to the Annual Meeting; and
- j) Examination, on payment of any reasonable fee, the following Organization documents:
  - i. The Articles and Bylaws
  - ii. Minutes of Meetings of Members and any committee of Members
  - iii. The Resolutions of Members and any committee of Members
  - iv. Any debt obligation issued by the Organization
  - v. A register of Directors
  - vi. A register of Officers
  - vii. A register of Members, requested in accordance with applicable legislation

#### **Membership Registration Refunds**

- 8. Membership refunds will not be granted once a Member participates in any activity with his or her Organization membership regardless of whether that is in a cycling activity, event, course, meeting, or any other activity approved by the Organization.
- 9. For all membership categories, any requests for refund of membership registration fees must be remitted in writing to the Organization prior to participating in any of the activities listed in section 8.
- 10. Refunds for membership will be at the sole discretion of the Organization President or Membership Chair, and will be based on the cost after all administrative and online registration provider charges have been deducted.

#### **Transfer of Membership**

- 11. Memberships may not be transferred from one applicant to another or from one membership year to the next.

#### **Interpretation**

- 12. In the event that this Policy conflicts or contradicts the Organization's Bylaws, the Bylaws shall take precedence.

#### **Review and Approval**

- 13. This policy is reviewed annually.
- 14. This policy was approved by the Organization's Board of Directors
- 15. This policy shall become effective on March 15, 2023

## Appendix A - Dues

Table 1: Rate Categories

Rate Category	Description
Adult	Over 18 years of age
Minor	Under 18 years of age
Reduced Rate	<p>An individual who has been approved</p> <ol style="list-style-type: none"> <li>1) by a majority vote of the Board, in recognition for               <ol style="list-style-type: none"> <li>a) serving on the Board for at least 20 years;</li> <li>b) reaching age 65 and having been a Member for at least 15 years;</li> <li>or</li> <li>c) having been a Member for at least 25 years;</li> </ol> </li> <li>2) by Special Resolution at a General Meeting, for a period of no longer than two (2) years, in recognition for distinguished service to SCC in particular, and to the community in general; or</li> <li>3) by majority vote of the Board of Directors, in recognition for having attained a high level within the cycling fraternity nationally or internationally.</li> </ol>

Table 2: Dues

Rate Category	Membership Dues, up to August 31	Membership Dues, after August 31
Adult	\$170.00	\$80.00
Minor	\$80.00	\$40.00