



# MEMBERSHIP POLICY

Adopted by CCC Board: March 2019

## **Background**

The purpose of this Policy is to describe the application, rights, conditions and obligations for membership within the Cobourg Cycling Club (CCC).

This policy applies to all CCC members.

## **MEMBERSHIP YEAR AND DUES**

Membership within the CCC is granted on an annual basis and will terminate on December 31<sup>st</sup> of each year, subject to re-registration in accordance with this Policy and CCC's Bylaws. Membership dues are established annually at the discretion of the CCC Board of Directors.

## **RENEWAL OF MEMBERSHIP**

No Member will be accepted or renewed as a Member, unless the potential Member has:

1. Made an application for membership in a manner prescribed by the CCC;
2. Agreed to comply with, and meets the requirements of, the CCC's Bylaws, policies, procedures, rules and regulations; and
3. Met the requirements listed in the Organization's Bylaws and in this Policy.

## **MINIMUM REQUIREMENTS FOR RENEWAL**

Potential Members must comply with the following minimum requirements to maintain and renew membership with the CCC:

- Name
- Address
- Telephone Number
- Email Address
- Date of Birth
- Gender Identity
- Emergency Contact Information

## **MEMBERSHIP RIGHTS AND PRIVILEGES**

Members in good standing are entitled to:

- Receive communications and up-to-date financial reports from the CCC
- Attend the Organization's Annual and Special Meetings
- Nominate and vote for the CCC's Directors in accordance with the CCC's Bylaws

- Call a Special Meeting at any time, upon the written requisition of Members holding not less than ten percent of the total Members' votes
- 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
- Amend the Bylaws in accordance with applicable legislation
- Submit a proposal for consideration at a meeting of the Members in accordance with applicable legislation
- Examination, on payment of any reasonable fee, of the following CCC documents:
  - Articles and Bylaws
  - Minutes of Meetings of Members and any committee of Members
  - Resolutions of Members and any committee of Members
  - Any debt obligation issued by the CCC
  - Registry of Directors

### **WITHDRAWAL AND TERMINATION OF MEMBERSHIP**

Membership in the Organization will terminate immediately upon:

- Resignation by giving written notice to the CCC in which case the resignation becomes effective on the date the notice is received by the Board of Directors. Resignation as a Member does not relieve the Member of its obligation to pay any outstanding dues or fees;
- Liquidation or Dissolution of the Organization;
- The Member ceases to be in good standing by virtue of:
  - Having had disciplinary sanctions imposed in accordance with the CCC Bylaws and/or policies relating to the discipline of Members
  - Ordinary Resolution of the Board or of the Members at a duly called meeting, provided fifteen (15) days' notice is given and the Member is provided with reasons and the opportunity to be heard. Notice will set out the reasons for termination of membership and the member receiving the notice will be entitled to submit a written submission opposing the termination.

### **MEMBERSHIP REFUNDS**

Refunds for membership will be at the sole discretion of the CCC Board of Directors and will be based on the cost after all administrative and online registration provider charges have been deducted. Members must contact the OCA directly for refunds regarding OCA insurance.

### **TRANSFER OF MEMBERSHIP**

Memberships may not be transferred from one applicant to another nor from one season to the next.

The Cobourg Cycling Club's Membership Policy is intended to ensure clarity through brevity and plain language.