

Life Membership Policy (V2.0 19 Feb 2022)

Introduction

U3A Wonthaggi ('U3A-W') recognises the importance of acknowledging and celebrating those members who make extraordinary contributions to U3A-W's successful operation, perpetuation and growth. One form of recognition is to bestow a life membership.

Purpose

This policy establishes eligibility criteria for appointment as a life member of U3A-W and documents a process to implement the policy.

Background

The *Incorporated Associations Reform Act 2012* provides for the appointment of life members. However, the Act does not lay down eligibility criteria. It is left to individual associations to devise a standard and process appropriate to their operating environment.

Rule 14 of U3A-W's *Rules of Association* ("constitution") permits the committee to appoint life members.

Rule 14 states:

14 (4) There shall be no more than five life members at any one time on the Register of Members.

14 (5) A life member need not pay the annual subscription as provided for under rule 12(1).

14 (6) A life member has full voting rights.

Policy

1. To be eligible for appointment as a life member, a member must be:
 - 1.1. nominated and seconded by currently serving members of U3A-W's committee; and
 - 1.2. be elected a life member by a majority of U3A-W's committee members.
2. To be eligible for nomination for life membership, a member must:
 - 2.1. be a current or recent financial member of U3A-W; *and*
 - 2.2. have made an outstanding and sustained contribution to the successful operation, development and/or growth of U3A-W over at least 10 years (not necessarily continuous) or for a lesser period where highly exceptional outcomes have been achieved; *and*
 - 2.3. have served in one or a combination of the following roles for a minimum of 5 years:
 - a. a tutor and/or activity leader;
 - b. office bearer and/or ordinary committee member;
 - c. one or more significant volunteer capacities.
3. A nomination for life membership must be made in writing and address the criteria specified in clause 2, including:
 - 3.1. the reasons why life membership is appropriate for the nominee

3.2. details of the member's specific achievements and contributions.

Nomination By Non-Committee Members

4. Two or more non-committee members of U3AW may propose a member for life membership, however—
 - 4.1. the proposing members must prepare a written case in support of the nomination;
 - 4.2. the nomination must be supported in the first instance by two members of the elected committee;
 - 4.3. the proposing members must agree to handle their proposal in strict confidence;
 - 4.4. the committee's decision will be final.
5. A nomination received from non-committee members that meets the requirements set down in clause 2 will be considered by the committee in accordance with clauses 10 to 17 below.

Cessation of Life Membership

6. A life member will retain their life membership and the associated entitlements until their death or resignation as a member.
7. A life membership award may be cancelled:
 - 7.1. where the honouree has subsequently engaged in conduct or rhetoric that directly and adversely impacts U3A-W; *and*
 - 7.2. the committee reaches a unanimous decision.
8. Where U3A-W's committee decides to cancel a life membership, the life member will be given a reasonable opportunity to show cause why the committee should not do so.
9. Committee deliberations regarding the potential cancellation of a life membership will be confidential.

Procedures and Responsibilities

10. All nominations for life membership will be handled in strict confidence by the committee.
11. A committee member who wishes to place a nomination before the committee will prepare a written nomination, including supporting reasons, and submit it to the secretary for listing on the committee's agenda.
12. When the nomination is seconded by another committee member, the secretary will list the nomination for consideration at a subsequent committee meeting.
13. When the committee considers the nomination, it will hear the nominator and seconder in support of their nomination. After considering and discussing the case laid before it, the committee will vote on the nomination. The secretary will record the motion and outcome in the committee minutes.
14. After accepting an appointment as a life member, the honouree will be installed at the next General Meeting or Annual General Meeting of U3A-W.
15. The committee may hear arguments in support of more than one nomination. It may appoint more than one life member, subject to availability of vacant life memberships and adherence to the principles and procedures outlined in this document.

Consideration of the Nominee Against Established Criteria

16. When considering a nomination:
 - the treasurer will establish for the committee that the nominee is a financial member of U3A-W; *and*
 - the secretary will establish for the committee when the nominee joined U3A and their record of

achievement at U3A-W; *and*

- the committee will satisfy itself that the nominee's record of achievements and contributions has been substantiated; and that all eligibility criteria have been met.

17. The committee's decision is final. If the committee does not endorse a nomination, the member may be re-nominated later, subject to a life member vacancy.

Authorisation

Authorisation: U3A Wonthaggi's Committee approved the *Life Membership Policy* on **17 March 2022**
Review Deadline: **31 March 2022**