

## Ottawa Bicycle Club Policy #7

### MEMBERSHIP POLICY

The purpose of this Policy is to describe the application, rights, conditions and obligations for membership within the Ottawa Bicycle Club (OBC).

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

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

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

- a) The potential Member has made an application for membership in a manner prescribed by the OBC
- b) The potential Member has agreed to comply with, and meets the requirements of, the OBC's Bylaws, policies, procedures, rules and regulations
- c) The potential Member has paid membership dues owing from any previous membership period
- d) If, at the time of applying for membership the potential Member is a Member in Good Standing as defined in this Policy, unless approved otherwise by the Board.
- e) The potential Member meets the requirements listed in the OBC's Bylaws and in this Policy.

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

- a) Submit the following applicable information:
  - i. Designation (player, coach, official, or other designation)
  - ii. Name
  - iii. Address
  - iv. Telephone number
  - v. Email address
  - vi. Date of Birth
  - vii. Gender identity

The Board of the OBC may require a minimum number of volunteer hours for each member

A Member of the OBC will be in good standing provided that the Member:

- f) Has not ceased to be a Member;
- g) Has not been suspended or expelled, or had other restrictions or sanctions imposed;
- h) Has completed and remitted all documents, fees and payments as required by the OBC;
- i) Has complied with the Bylaws, policies, procedures, rules and regulations of

- the OBC;
- j) Is not subject to a disciplinary investigation or action by the OBC, or if subject to disciplinary action previously, has fulfilled all terms and conditions of such disciplinary action to the satisfaction of the Board; and
  - k) Has paid all required membership dues or debts to the OBC, if any.

Members who cease to be in good standing may have privileges suspended and will not be entitled to vote at meetings of Members or be entitled to the benefits and privileges of membership until such time as the Board is satisfied that the Member has met the definition of good standing as set out above.

Members in good standing are entitled to:

- a) Receive communications and up to date financial reports from the OBC
- b) Attend the OBC's Annual and Special Meetings
- c) Nominate and vote for the OBC's Directors in accordance with the OBC's Bylaws
- d) Submit a proposal for consideration at a meeting of the Members in accordance with applicable legislation
- e) Examination of the following documents during the OBC's usual business hours as advertised on the OBC Website, 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 OBC
- f) A copy or summary of the documents described in subsection (e) twenty-one (21) days prior to the Annual Meeting
- g) Examination, on payment of any reasonable fee, the following OBC 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 OBC
  - v. A register of Directors
  - vi. A register of Officers

Membership in the OBC will terminate immediately upon:

- a) The expiration of the Member's membership, unless renewed in accordance with this Policy
- b) Resignation by giving written notice to the OBC in which case the resignation becomes effective on the date specified in the notice. Resignation as a Member does not relieve the Member of its obligation to pay any outstanding dues or fees
- c) Liquidation or Dissolution of the OBC
- d) The Member no longer meets the definition of Member as defined in the OBC's Bylaws
- e) The Member ceases to be in good standing by virtue of
  - i. Failing to pay membership dues, fees or other monies owing to the OBC by the prescribed deadline dates, or
  - ii. Having had disciplinary sanctions imposed in accordance with the OBC's Bylaws and/or policies relating to the discipline of Members
- f) By 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

g) The Member's death

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