

## **HUON AND KINGSTON FM MEMBERSHIP POLICY**

Huon and Kingston FM aims to:

- a) Involve a wide cross section of the community to be actively involved in the station.
- b) Encourage members of the Huon Valley and Kingborough communities to become involved in the management, programming, presentation and general operations of Huon and Kingston FM by becoming members of the station...

Huon and Kingston FM acknowledges that:

- a. It is a non-profit community organisation(hereinafter called the Association” run by volunteers for the benefit of the community;
- b. Financial membership of the Association is an underlying principal of the Association ;
- c. It is committed to the principles of inclusion and non-discrimination for members of the community;
- d. Members of the community will be encouraged and welcomed to become members.

### 1. Membership

- a. The following membership categories give the right to vote at an annual, special general or management committee meeting:

a.1.1.i. Ordinary membership

a.1.1.ii. Junior membership:

a.1.1.ii.a. Where the junior member is aged at least 16 years

- b. Non-voting

b.1.1.i. Corporate Business membership

b.1.1.ii. A non-voting supporter of the Association.

- c. Membership is open to any person who resides, works in or has a historical link to the Kingborough and Huon Valley Municipalities;
  - d. A person wishing to become a member shall complete a membership application form.
  - e. The constitutional provisions relating to membership are set out in Schedule A hereto.
  - f. Upon receipt of an application for membership the secretary shall present the application to the next occurring Management Committee meeting for decision which will be dealt with in accordance with Rule 5 of the Constitution.
  - g. A membership application may only be rejected on the grounds set out in clauses 5.2 to 5.2.5.
  - h. Where an application for membership has been rejected the secretary or public officer of the association shall serve a notice of the Management Committee resolution to the applicant in writing on the rejected applicant at his or her postal address and/or by email and advise the applicant of their right to appeal and the procedure to be followed.
2. The annual subscription shall be set at the annual general meeting each and every year for all categories of membership.
3. Membership shall expire on the 12 month anniversary of the original date of membership and the member shall be advised of the date of termination at least two weeks before the date of expiration.
4. Where a member has not renewed within two calendar months of the due date a fresh membership application must be lodged.
5. The secretary or public officer shall maintain a register of members. The register shall contain:
  - a. The members name and address, the relevant class of membership, the date upon which the person became a member and the date on which membership was renewed;

- b. Where a member resigns from the Association or does not renew their membership as set out in clause there particulars shall be removed from the members register with 14 days.
6. The register shall be maintained in electronic form and be password protected. Only the executive and public officer shall be permitted to access the members register.
7. The Association shall allow a member the opportunity to examine the register subject to clause 8. Below but shall not be allowed to copy any particulars contained therein except for their own particulars.
8. A member may on reasonable grounds, request the secretary, president or public officer to restrict access to their particulars. The reasons for the request include:
  - a. There is a family violence or restraining order
  - b. There are reasonable grounds to believe that the release of such information would place the member at risk;
  - c. The information is sensitive.

The request shall be granted if the secretary, president or public officer believes the circumstances justify the member's application.

9. Information contained in the register may be disclosed for management purposes or where allowed in this policy.
10. Members contact details shall not be disclosed to non-members' without the consent of that member.
11. Members are entitled to respect and privacy.
12. No members shall be discriminated against on the grounds of race, ethnicity, religious beliefs, age, sexual orientation, or disability.

July 2013 as amended

Associated Policy:  
Volunteering Policy