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Policy Grouping:	Governance
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Approved By:	OCPSA Board of Directors

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## 1.5 MEMBERSHIP POLICY

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### Purpose

1. The purpose of this Policy is to contribute to the growth and development of Ontarians with cerebral palsy, traumatic brain injury, stroke or similar disability by providing paying members with programming, services and benefits.
2. This Policy defines paying membership categories and outlines rules and requirements, including member obligations, fees and the terms/conditions of membership.
3. Membership is required to participate and/or compete in any OCPSA programs, activities, competitions and/or events.

### Categories of Membership

4. OCPSA has one category of membership:
  - a) Regular Member

### Qualification for Membership

5. Regular Member – A Regular Member will be defined as follows:
  - a) Any individual who has been diagnosed with non-progressive brain damage with motor control dysfunction such as cerebral palsy, traumatic brain injury, stroke or meets the definition of eligibility as defined by the Cerebral Palsy International Sport and Recreation Association involved in boccia, or athletics, and whose application for admission has been approved by the Board of Directors or by any committee or individual delegated this authority by the Board.
  - b) Any individual who is a volunteer, registered with the Corporation, whose application for admission has been approved by the Board of Directors or by any committee or individual delegated this authority by the Board.

## Admission of Members

6. Admission of Members - No individual or entity will be admitted as a Member of OCPSA unless:
  - a) The candidate member has made an application for membership in a manner prescribed by the Corporation;
  - b) The candidate member has met the applicable definition listed in section 5; and
  - c) The candidate member has been approved by majority vote as a member by the Board or by any committee or individual delegated this authority by the Board;
  - d) If, at the time of applying for membership the candidate member is currently a Member, the candidate member is a Member in good standing;
  - e) If the candidate member was at any time previously a Member, the candidate member was a Member in good standing at the time of ceasing to be a Member; and
  - f) The candidate member has paid dues as prescribed by the Board.

## Membership Fees

7. Year – Unless otherwise determined by the Board, the membership year for the organization will be April 1<sup>st</sup> to March 31<sup>st</sup>.
8. Dues – Membership dues for all categories of membership will be determined annually by the Board of Directors.

## Withdrawal and Termination of Membership

9. Resignation – A Member may resign from the Corporation by giving a written notice to the Board. The Member's resignation will become effective the date on which the request is approved by the Board.
10. May Not Resign – A Member may not resign from the Corporation when the Member is subject to disciplinary investigation or action of the Corporation.
11. Arrears – A Member may be suspended from the Corporation for failing to pay membership dues or monies owed to the Corporation by the deadline dates prescribed by the Corporation. Should membership dues or monies owed remain unpaid for an additional 90 days, the Member may be expelled from the Corporation.
12. Discipline – In addition to suspension or expulsion for failure to pay membership dues, a Member may be suspended or expelled from the Corporation in accordance with the Corporation's policies and procedures relating to discipline of Members.
13. Removal – A Member may be removed by Ordinary Resolution of the Board or of the Members at a duly called meeting, provided the Member has been given notice of and the opportunity to be present and to be heard at such a meeting.

## Membership in Good Standing

14. Definition – A Member of the Corporation will be in good standing provided that the Member:
- a) Has not ceased to be a Member;
  - b) Has not been suspended or expelled from membership, or had other membership restrictions or sanctions imposed;
  - c) Has completed and remitted all documents as required by the Corporation;
  - d) Has complied with the Constitution, Bylaws, policies and rules of the Corporation; and
  - e) Is not subject to a disciplinary investigation or action by the Corporation, or if subject to disciplinary action previously, has fulfilled all terms and conditions of such disciplinary action to the satisfaction of the Board.
  - f) Has paid all required membership dues and monies to the Corporation.
15. Cease to be in Good Standing - Members who cease to be in good standing may have privileges suspended and will not be entitled to vote at meetings of Members and, where the Member is a Director, at meetings of Directors, 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.

## Registration of Members

16. Admission of Members – No individual or entity will be admitted as a Member of OCPSA unless the candidate Member has:
- a) Made an application for membership by completing the Application for Membership Form;
  - b) Paid the membership fee;
  - c) Declared to adhere to all of OCPSA's procedures, policies, and code of conduct; and
  - d) Declared to adhere to OCPSA's Concussion Management and Return to Play Policy.