



Membership Policy

Policy Number: PN-52

Drafted by: Greg Ingham

Responsible person: Chairperson

Version 1

Approved by Board on: 13/09/2021

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1. Scope.

This policy applies to all shareholding members of the Community Radio Albury Wodonga Co-operative Society Limited (the Co-operative). The policy focuses the terms and conditions of membership of the Co-operative and supports the active participation of members in the organisation.

This Membership Policy will commence from 14/09/2021. It replaces all other membership policies (whether written or implied).

2. Governing Document.

Rules of Community Radio Albury Wodonga Co-operative Society Limited (the Constitution).

POLICY STATEMENT

3. Voluntary and open membership

The Co-operative is a voluntary organisation, open to all persons able to use the services on offer and who are willing to accept the responsibilities of membership, without gender, social, racial, political or religious discrimination.

4. Democratic member control

The Co-operative is a democratic organisation controlled by the members, who are actively invited to participate in setting the policies and making decisions. The Directors serving as elected representatives are accountable to the membership. The co-operative's members have equal voting rights (1 member, 1 vote).

5. Acquiring New Members

5.1 The Co-operative will maintain a rigorous and consistent recruitment, screening and selection process.

5.2 The Co-operative will actively seek members of the local community to participate in the operations of the Co-operative by promoting membership applications through such channels as the board sees fit. These may include but are not limited to;

- Advertisements in printed media
- Advertisements in social media platforms
- Information made available on the radio station's website
- Information made publically available at community events
- Announcements made over-air through the radio station's broadcasts

- 5.3 All members of the Co-operative are to be encouraged to seek prospective new members through their interactions with other persons in the community with who they interact.

6. Applying for Membership

- 6.1 Applications for membership and shares are to be lodged at the registered office, in the form approved by the board together with the amount to pay the shares fully. Share details are described at point 7.2 below.
- 6.2 The co-operative will supply with each application for membership, a written notice of any subscriptions or periodic fees that a person will be liable to pay on becoming a member of the co-operative.
- 6.3 The board is to provide each person intending to become a member of the co-operative with a notice that a consolidated copy of the Constitution (rules) of the co-operative and a copy of the last annual report of the co-operative may be inspected by that person at the registered office of the co-operative.
- 6.4 Every application will be considered by the board. Each applicant shall be notified in writing of the board's decision to accept or deny membership.
- 6.5 If accepted, the member then is entitled to the privileges attached to the membership.
- 6.6 The board may refuse an application for membership on the following grounds;
- 6.6.1 There are reasonable grounds to believe that the applicant would not abide by the rules and regulations of the co-operative or the Community Broadcasting Codes of Practice,
 - 6.6.2 There are reasonable grounds to believe that the applicant would pose a security risk to property, premises or members of the co-operative,
 - 6.6.4 The applicant is not qualified to be admitted as a member under the provisions of the Constitution of the co-operative or by an act of Law,
 - 6.6.5 In the case of refusal of an application, the applicant has the right to appeal under the Co-operatives Constitution.

7. Membership

- 7.1 Membership is based on a 12 month financial year from 1 July to 30 June.
- 7.2 Members are required to apply to purchase a minimum of five (5) shares; the nominal value of each share is two (2) dollars, to establish membership.
- 7.3 A member shall pay an annual subscription of not less than five dollars (\$5:00) or other such amount as determined by the board, to establish active membership of the co-operative.
- 7.4 Members who are granted Life Membership are not required to pay an annual subscription in order to maintain active membership.
- 7.5 The co-operative promotes respect, fairness and consideration for all members.

8. Membership Subscriptions

- 8.1 Membership subscriptions are set annually by the Board of Directors in line with the Constitution.
- 8.2 New members joining part way through the financial year may be required to pay a pro-rata subscription
- 8.3 A member who has not paid the required subscription by the due date may not exercise any rights associated with their membership.
- 8.4 Membership subscription notices will be sent to members prior to the end of the financial year allowing at least fourteen (14) days plus postage time before any due date. Notices will be sent either electronically or by post according to the member's wishes.

9. Ceasing Membership

- 9.1 A person can resign their membership in the Co-operative by giving one month's notice in writing to the Secretary of their intent on resigning.
- 9.2 Other reasons a member's membership can cease are as follows;
 - 9.2.1 If the member's membership is cancelled or the member is expelled in accordance with the Constitution.
 - 9.2.2 A member becomes bankrupt
 - 9.2.3 On the grounds of misrepresentation or mistake
 - 9.2.4 On the death of a member
 - 9.2.5 By an act of Law

10. Disputes

- 10.1 Any member, or any member who has ceased to be a member in the previous 6 months, or any person whose application for membership to the Co-operative has been refused, who claim that they have been aggrieved by an action taken or proposed to be taken by the Co-operative or its officers, are entitled to give notice to the Board of Directors to claim that a dispute exists and the nature of the dispute.
- 10.2 The parties to the dispute will in the first instance attempt to negotiate through mediation to come to a resolution.

11. Accounts

- 11.1 A member is required to pay for their shares on application for membership.
- 11.2 A member is required to pay their subscription or other such fees by the due date. Failure to do so will result in a call (lien) being placed on the members' shares for the unpaid amounts and a debt raised on the members account.
- 11.3 Should the member's membership be resigned or cancelled, any debt due by the member is first taken from the member's shareholding. If there is a surplus remaining on the share capital for the member, this shall be re-paid to the member. If there is a deficit on the member's account after the share capital is taken into account, this shall be raised as a debt due and payable by the member.

- 11.4 Membership subscriptions are not refunded unless the member resigns or is expelled prior to the due date for payment, subject of course to any debts remaining on the members' account.

Review

The policy and guidelines will be reviewed from time to time and incorporate comments and suggestions from members, staff, volunteers and other interested parties.

AUTHORISATION

G J Ingham
Board Secretary

13th September 2021
Date of approval by the Board