



Carleton Archery Club Inc.

Carleton Archery Club, Inc., Board Policy	
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Date Approved	2024-01-20
Date Amended	

Corporate Membership Policy

This is a policy of the Board of Directors of Carleton Archery Club, Inc., to set out a policy for membership in the corporation. Membership entitles persons to participate in the governance of the corporation, in accordance with the Bylaws.

1. Introduction and Context

- (a) This policy builds on and must be read in conjunction with section 8 of Bylaw 1 which establishes the ability for the Board to set out member policies. Bylaw 1 also provides the member rights. Bylaw 2 outlines how membership may be terminated by the corporation.
- (b) There is only one class of membership at Carleton Archery Club, Inc., and all members have the same rights.

2. Membership Year

- (a) Memberships are granted on an annual basis and will terminate at the end of the corporation's fiscal year.
- (b) Memberships are only valid for the fiscal year in which payment is made, no matter what point in the year that payment is made.

3. Policy Requirements

- (a) Any person who pays any semester or annual fee in any reporting period in that fiscal year to Carleton Archery is entitled to become or re-commence being a member of the corporation for the fiscal year in which the payment is made.
 - i. For clarity, those who only pay fees categorized as "drop-in" which only apply to single session, are not entitled to membership unless those fees are converted into a semester membership.
- (b) Their membership takes effect upon the completion of that payment and the supply of the information listed below.
- (c) To become a member, the person must provide the following information to the corporation:
 - i. Legal name, and any preferred name
 - ii. Mailing address
 - iii. Email address
 - iv. Phone number
 - v. Their Archery Canada class (junior, senior, etc.)
 - vi. If a Carleton student, their student number

4. Withdraw A Membership

- (a) Any person who is entitled to membership may renounce or terminate their membership in the corporation by providing written notice to the corporate secretary at info@carletonarchery.ca at any time before the end of the fiscal year. It shall become effective the moment it is transmitted to the corporation.
- (b) A member who has withdrawn loses all rights to participate in any governance activities, as soon as the notice becomes effective.