

# MISSISSIPPI LAKES ASSOCIATION MEMBERSHIP POLICY

## PURPOSE

1. The MLA Membership Policy establishes procedures for membership management, and amplifies the provisions set forth in the By-law.

## REFERENCES

- A. Canada Not-for-profit Corporations Act (CNCA) and associated Regulations
- B. MLA By-law
- C. Member Resolution, 28 May 2016 (AGM 2016)

## ELIGIBILITY

2. Any individual who is willing to support the objectives of the MLA is most welcome to join the Association. While persons living on the lakeshore or adjacent properties have the most to gain and contribute by becoming MLA members, any person who visits the lake and enjoys the benefits provided by MLA services and activities is equally welcome to join. MLA members are a vital component of the MLA's efforts to keep Mississippi Lake a safe and healthy environment for working, playing, and living. Accordingly:
  - a. Membership is by individual. Any person who is 18 years old or older, and who is interested in supporting the MLA, can become a member;
  - b. Each member will receive one vote at Members' meetings, including the AGM, and will have access to membership privileges as developed by the MLA from time to time; and
  - c. There is no limit to the number of individuals from the same household that can become MLA members.
3. Other members of the community, in the form of businesses, firms, other Lake Associations, private clubs, groups, etc. might wish to support the MLA. While donations from these organizations are always welcome, MLA will also accept one membership per business, firm, Association, etc. The person identified as the representative of such an organization will receive the same benefits as an individual member of the MLA, on behalf of his/her organization.

## **MEMBERSHIP CLASSES**

4. The MLA has one membership class. Although in the past "Individual" and "Association" members were recognized, and had different fees, the MLA ceased this practice and adopted a single fee for all members at the 2013 AGM. These terms are no longer in use. Persons can still choose to register directly with the MLA, or can choose to submit their information and payment via their Road Association. Either way, they will be considered a "member".

## **MEMBERSHIP BENEFITS**

5. All individuals with an in-date membership are considered "members in good standing" and are permitted to vote at meetings of the Association. Members in good standing can also access benefits and privileges that might be made available by the MLA from time to time.

## **MEMBERSHIP FEE**

6. The fee is set annually by resolution at the AGM, as part of the budget proposal presented by the Board of Directors. The fee takes effect on completion of the AGM and remains valid until then next AGM.

7. The Board of Directors strives to maintain as low a membership cost as practicable. However, depending upon such factors including: (a) the projected revenues from all sources; (b) intended activities for an upcoming year; and (c) economic circumstances (inflation, etc.) it might be necessary to recommend an increase to the membership fee from time to time.

## **MEMBERSHIP TERM**

8. A membership can be started on any date of the year, and is valid for a period of one full year. For example, if a membership is purchased on 25 May in a given year, it will be valid until 24 May of the following year.

9. A membership term will start on the date that the MLA receives an application and payment. The MLA will make its best efforts to give the most favourable date to the applicant, in cases of time delays between the original application and the de-facto registration.

## REGISTRATION REQUIREMENTS

10. A first and last name, and fee payment, are required to register a person as an MLA member. If a name is not provided, the MLA cannot register a membership and any payment will be considered a donation to the Association.
11. Although not obligatory for registration, applicants are strongly encouraged to also provide a street address, email address, and telephone number to permit the MLA to send members timely and important information. The most efficient method of communicating information to members is via email.
12. The Membership Application and Renewal Form is available on the MLA website and on the back panel of MLA brochures. Please use one application form per person. The two methods of applying for membership are:
  - a. Registering Directly with MLA - submit the completed Application Form either by snail mail, e-mail to the Treasurer, or by hand to any MLA Director. Payments can be made by e-transfer, cheque, or in cash. The MLA will issue a receipt for cash payments; or
  - b. Registering through a Road Association - provide your name and fee payment **to your Road Association Coordinator**. If more than one individual in your household wishes to be a member, please submit the additional names and payments to your Road Association Coordinator.
13. **For Road Association Coordinators** - forward a list of names (and additional contact information, if provided) of individuals who have made a membership payment to you. Payment can be forwarded as individual cheques from each applicant, or as a single cheque from the Road Association for the total amount collected. The MLA will register each person on the list effective the date that the funds are received by the MLA. Any funds that cannot be attributed to a name will be considered a donation to the MLA.
14. **Rebate to Road Associations** - At the 2016 AGM, a Resolution was passed (reference C) to acknowledge the services rendered to the MLA by Road Associations who undertake to register members and collect fees on behalf of the MLA. The Resolution specifies that, on the condition that 100% of the households of a Road Association have at least one MLA member, that Road Association may claim as a rebate up to 25% of the total funds collected in this regard.

## **MEMBERSHIP RENEWAL**

15. To avoid lapses in membership, please note the expiry date of your membership and forward the necessary fees for renewal ahead of time. The new term of membership will not start until the old term has been completed, thus members will receive a full term of membership for their payment.

16. Failure to renew in time will result in the expiration of your membership. The MLA will assist by providing periodic renewal reminders on the website, in the e-newsletter (YMM), and by e-mail.

## **PRIVACY OF INFORMATION**

17. The MLA is extremely careful with the management of personal information provided by members. Electronic information is particularly sensitive, and Canada has passed strict laws regarding how to handle personal information electronically. The MLA is complying fully with these rules and will protect your information to the best of its ability. Consult the MLA Privacy Policy for further details.