



Membership Policy

Statement of Purpose

The purpose of the membership policy is to:

1. Define the criteria for membership in the CAP Network
2. Outline the process for approving new members of the CAP Network

Policy

The CAP Network By-laws define one class of members – “Membership in the Corporation shall be available to those persons interested in furthering the Corporation's purposes and who have applied for and been accepted into membership in the Corporation by resolution of the board or in such other manner as may be determined by the board.”

Criteria for membership:

Individuals shall qualify for membership if they have made a financial contribution to the Network of \$100 or more in the previous 12 months (this includes donations made through Network Affiliate Communities).

Individuals seeking to activate their membership shall indicate so no later than August 31st in the year in question – via mail, phone or email correspondence with the Executive Director or Board of Directors.

Members must affirm their membership annually by making their annual financial contribution and indicating their desire to remain a member each year by August 31st – via email, phone or email correspondence with the Executive Director or Board of Directors.

Individuals who are unable to make the financial contribution can request to make a contribution through volunteer hours in lieu of a donation (recommended at least 5 hours, to be confirmed with Executive Director). This request must be made in advance of August 31 in the year in question.

Benefits of membership:

Per the terms of the by-laws, members shall be notified of upcoming Annual General Meeting of the membership no later than 21 days in advance of the meeting.

Members may also call for a special member meeting with a written requisition carrying not less than 5% of the voting members. In this case the Board will have 21 days to call such a meeting.

All members in good standing (meeting the criteria outlined above) shall have the right to vote – in person, via teleconference or by proxy – at members meetings, including the Annual General Meeting and for election of Board Directors.

Members are eligible to be nominated for the Board of Directors and to nominate other members for the Board of Directors.

Membership terms:

The membership term shall be 12 months from September 1 to August 31 of each calendar year.

Policy Review

This policy will be reviewed by the Governance Committee of the Board of Directors every two years or sooner if required. Any proposed changes will be approved by the Board of Directors.

Policy adopted by the Board of Directors: July 20, 2019