

## **SYDNEY MECHANICS' SCHOOL OF ARTS (SMSA)**

### **LIFE MEMBERSHIP POLICY**

|                      |           |                      |             |
|----------------------|-----------|----------------------|-------------|
| <b>Policy number</b> | GOV003    | <b>Version</b>       | 1.2         |
| <b>Drafted by</b>    | President | <b>Approval date</b> | 8 APRIL2024 |
| <b>Responsible</b>   | President | <b>Review date</b>   | APRIL 2027  |

### **PURPOSE**

This policy describes the decision-making process regarding nominations for the award of SMSA Life Membership, in accordance with By-law 3.3. It defines how nominations are to be made and then considered by the SMSA Board. Assessment criteria include the personal qualities of the nominee, their length of membership and their demonstrable record of an exceptional contribution to the advancement of the SMSA.

### **SCOPE**

This policy applies to all nominations for SMSA Life Membership.

### **POLICY STATEMENT**

1. The award of SMSA Life Membership recognises an exceptional and sustained contribution to the life of the SMSA, and is therefore not awarded regularly or to all active members of long standing.
2. A nominee must:
  - a. be a natural person
  - b. be a financial member with a minimum of 10 years' membership
  - c. be of excellent character as a member and have upheld the SMSA code of conduct; and
  - d. have a demonstrable record of an exceptional and sustained contribution to the SMSA. It may include previous service as a Director, or as an appointed volunteer, or having contributed to the broader adult education movement as a representative of the SMSA.
3. Self-nomination is not permitted
4. Serving Directors are ineligible for nomination
5. Life members are recognized by the inclusion of their names in the annual report and are presented with a citation at the time of their appointment.

## **PROCEDURES**

1. Nominations may be made at any time, by any member (the nominator), with the support of a current Director, or by the nominator plus five qualified members
2. Nominations must be made in writing (not exceeding 800 words - approximately two typed A4 pages), and should be sent to the Chief Executive Officer (CEO)
3. The SMSA Board will assess each nomination according to the criteria, and resolve to support or dismiss the nomination
4. On behalf of the Board, the CEO will arrange a vote of members on a nomination (By-law 3.3) at the next general meeting of members (with notice as per By-law 23).
5. No more than three nominations are to be considered at a general meeting in one year.

## **DEFINITIONS**

None