



## Ontario Climbing Federation (OCF) Membership Policy

### Purpose

1. The purpose of this Policy is to describe the application, rights, conditions and obligations for membership within the OCF.

### Scope and Application

2. This policy applies to all Members as defined in the By-laws.

### Membership Year and Dues

3. Membership within the OCF is granted upon an annual basis and will terminate on August 31<sup>st</sup> of each year, subject to renewal in accordance with this Policy and the By-laws. Membership dues are established annually at the discretion of the Board of Directors.

### Renewal of Membership

4. No individual will be accepted or renewed as a Member, unless the potential Member (or, for potential Child Members, the potential Child Member's parent or guardian) has:
  - a) Made an application for membership in a manner prescribed by the OCF;
  - b) Agreed to comply with the By-laws, policies, procedures, rules and regulations of the OCF;
  - c) Paid membership dues owing from any previous membership period;
  - d) Paid membership dues for the current membership period; and
  - e) Met the requirements listed in the By-laws and in this Policy.

### Minimum Requirements for Renewal

5. Potential Members must comply with the following minimum requirements to maintain and renew membership with the OCF:
  - a) Supporter members must submit the following information:
    - i. Name
    - ii. Telephone number
    - iii. Email address
  - b) Coach Members must submit the following information:
    - i. Name
    - ii. Telephone number
    - iii. Email address
    - iv. Gender identity
    - v. Date of Birth
    - vi. Home Gym (if applicable)
  - c) Athlete Members (Competitive and Recreational) must submit the following information:
    - i. Name
    - ii. Telephone number
    - iii. Email address
    - iv. Gender identity (the gender they will compete in)
    - v. Date of Birth

- vi. Home Gym (if applicable)
- vii. Citizenship

### **Good Standing**

6. A Member of the OCF will be in good standing provided that the Member:
- a) Has not ceased to be a Member;
  - b) Has not been suspended or expelled, or had other restrictions or sanctions imposed;
  - c) Has completed and remitted all documents, fees and payments as required by the OCF;
  - d) Has complied with the By-laws, policies, procedures, rules and regulations of the OCF;
  - e) Is not subject to a disciplinary investigation or action by the OCF, or if subject to disciplinary action previously, has fulfilled all terms and conditions of such disciplinary action to the satisfaction of the Board; and
  - f) Has paid all required membership dues or debts to the OCF, if any.
7. Members who cease to be in good standing may have privileges suspended and will not be entitled to vote at meetings of Members or be entitled to the benefits and privileges of membership until such time as the Board is satisfied that the Member has met the definition of good standing as set out above.

### **Membership Rights and Privileges**

8. Adult Members in good standing and parents/guardians of Child Members in good standing are entitled to:
- a) Receive communications and up to date financial reports from the OCF
  - b) Attend the OCF's Annual General Meetings and any Special Meetings
  - c) Nominate and vote for Directors in accordance with the By-laws
  - d) Call a Special Meeting at any time, upon the written requisition of Members holding not less than five percent of the total Members' votes
  - e) Remove a Director by ordinary resolution, provided that the Director has been given proper notice and the opportunity to respond at a meeting duly called for that purpose
  - f) Amend the By-laws in accordance with applicable legislation
  - g) Submit a proposal for consideration at a meeting of the Members in accordance with applicable legislation
  - h) Examine the following documents during the OCF's usual business hours and make copies free of charge:
    - i. The report of the public accountant, if any
    - ii. Prescribed comparative financial statements that conform to the requirements of applicable legislation
    - iii. Any further information respecting the financial position of the OCF
  - i) Examination, on payment of any reasonable fee, the following documents of the OCF:
    - i. The Articles and By-laws
    - ii. Minutes of Meetings of Members and any committee of Members
    - iii. The Resolutions of Members and any committee of Members
    - iv. Any debt obligation issued by the OCF
    - v. A register of Directors
    - vi. A register of Officers
    - vii. A register of Members, requested in accordance with applicable legislation

### **Withdrawal and Termination of Membership**

9. Membership in the OCF will terminate immediately upon:
- a) The expiration of the Member's membership, unless renewed in accordance with this Policy

- b) Resignation by giving written notice to the OCF in which case the resignation becomes effective on the date specified in the notice. Resignation as a Member does not relieve the Member of their obligation to pay any outstanding dues or fees
- c) The Member no longer meeting the definition of Member as defined in the By-laws
- d) The Member ceasing to be in good standing by virtue of:
  - i) Failing to pay membership dues, fees or other monies owing to the OCF by the prescribed deadline dates, or
  - ii) Having had disciplinary sanctions imposed in accordance with the By-laws and/or policies relating to the discipline of Members
- e) Ordinary Resolution of the Board or of the Members at a duly called meeting, provided fifteen (15) days' notice is given and the Member is provided with reasons and the opportunity to be heard. Notice will set out the reasons for termination of membership and the member receiving the notice will be entitled to submit a written submission opposing the termination
- f) The Member's death
- g) Liquidation or Dissolution of the OCF

**Interpretation**

10. In the event that this Policy conflicts or contradicts the By-laws, the By-laws shall take precedence.

<b>Policy History</b>	
Policy Ref	
Approved	<b>June 11, 2023</b>
Next Review Date	<b>Fall 2024</b>