

LIFE MEMBERSHIP POLICY

1. LIFE MEMBERSHIP

- a) Life Membership is the highest award available to recognise individuals who have provided exemplary service and contribution to the Central Districts Indian Association Inc. (CDIA). Life Membership is a great honour and therefore should only be awarded in exceptional circumstances.
- b) Life Membership is **NOT** automatically given to a spouse or partner, who must be nominated in their own right.

2. NOMINATION CRITERIA

- a) Nominations must be made to the CDIA Secretary by submitting the official 'Life Membership Nomination Form' that accompanies this document.
- b) Any current financial member of CDIA may nominate another CDIA member for Life Membership, with the nomination seconded by another current financial member.

Both the Nominator and the Secunder must have been a financial member of CDIA for a minimum of five (5) consecutive years.

- c) Nominators and Seconders can only submit **one (1)** 'Life Membership Nomination Form' within a **twelve (12) month** period.

3. NOMINEE CRITERIA

In considering any Nominee for the award of Life Membership, the following criteria are to be taken into consideration:

- a) The Nominee must be a current financial member of CDIA, and have been a financial member during their entire period of service;
- b) The Nominee's length of service shall be a minimum period of **ten (10) years** which has been served consecutively. A period of less than ten (10) years may be considered where Life Membership recognition is warranted (at the discretion of the CDIA Executive);
- c) The Nominee has provided exceptional service and contribution which has significantly enhanced the reputation, function and development of CDIA;
- d) The Nominee has provided valued leadership and has been an outstanding role model to the members of CDIA;
- e) The Nominee's general attitude, loyalty and overall demeanour shows a dedication to the values of CDIA;
- f) The Nominee has had significant involvement with other Indian or non-Indian community or non-profit organisations (e.g. New Zealand Indian Central Association Inc., Manawatu Multicultural Centre, etc.);
- g) No monetary payment or donation provided to CDIA by any Nominee shall be considered whatsoever when considering Life Membership.

4. **NOMINATION PROCESS**

a) The following process shall be used to nominate and award CDIA Life Membership:

- i) All nominations must be received by the CDIA Secretary no later than **31st December** of each year.
- ii) Once received, the Secretary must convene the CDIA Executive (that being the President, Vice President and Secretary) to scrutinise all valid nominations.

If an Executive member is a Nominee for Life Membership, they are to stand aside from all deliberations and decision-making, with the remaining Executive to co-opt a suitable Committee Member to scrutinise that particular nomination.

- iii) The Secretary shall then forward all valid nominations as part of the agenda for the Annual General Meeting (AGM), which shall be sent no less than **two (2) weeks** prior to the AGM.
- iv) Nominations are outlined at the AGM and Life Members are determined by passing each nomination by **75% majority of those members present** by secret ballot, with a **minimum of ten (10) members in attendance**.

If there are less than ten (10) members in attendance at the AGM, voting to determine Life Members shall not take place.

If a Nominee for Life Membership is in attendance at the AGM, the Nominee **shall not** vote on their nomination.

- v) Once nominations have been confirmed, discussions will take place at the appropriate time and venue to award and recognise the Life Membership recipients.
- b) The following must be taken into consideration by the CDIA Executive and Committee when scrutinising nominations:
- i) All nominations are to be treated with the strictest of confidence;
 - ii) The Executive may request additional information from the Nominator to assist in deliberations;
 - iii) Each nomination must be considered individually on the Nominee's personal attributes, achievements and their overall contribution. A Nominee's strength against the various criteria will vary where some will be extremely strong in some criteria, some weaker against other criteria, and some more rounded;
 - iv) Members of the Executive are not to be influenced by any personal relationship with the Nominee, and are not to make direct comparisons with other Life Members, Nominees or persons who have not been nominated;

5. **BENEFITS OF LIFE MEMBERSHIP**

In addition to receiving the status of Life Membership within a select group of CDIA, Life Members will be recognised as follows:

- a) Be officially awarded Life Membership at a CDIA AGM and/or other official CDIA event that is deemed appropriate;
- b) Be awarded an official CDIA Life Membership Plaque and Lapel Badge, or another award as deemed appropriate by the Executive and Committee;

- c) The awarding of Life Membership, and the recipient's contributions and achievements to CDIA, should be publicised to CDIA, and NZICA, members via newsletter and/or other appropriate Association media and correspondence;
- d) Be listed as a Life Member in websites, newsletters and other official CDIA documents;
- e) Be able to include their award recognition on their Curriculum Vitae and/or other personal resumes;
- f) Be entitled to attend CDIA General Meetings and have the same rights and privileges as those of a CDIA Executive or Committee member, including one (1) vote;
- g) Be exempt from annual membership fees associated with CDIA, which shall be extended to the Life Members spouse or partner only;
- h) Be exempt from all costs associated with attending any event or social function organised by CDIA. This applies to the Life Member only and shall not be extended to the Life members spouse or partner.

6. RETRACTION OF LIFE MEMBERSHIP

- a) Retraction of Life Membership may occur where the recipient has conducted themselves in a manner that reflects directly and adversely on the image or activities of CDIA.
- b) This provision will only be exercised in exceptional circumstances and will require the unanimous agreement of the CDIA Executive (President, Vice President and Secretary) to be enacted.

If the Life Member in question is also an Executive member, they are to stand aside from all deliberations and decision-making, with the remaining Executive to co-opt a suitable Committee Member to take their place.

- c) As part of the deliberations, the Life Member in question shall be given an opportunity to present their case for retention of their Life Membership status.

7. UNFORESEEN ISSUES

Any unforeseen issues that may arise with this CDIA Life Membership Policy are to be reviewed by the CDIA Executive, and then reported back to the CDIA Committee for a final decision to be made and, if deemed necessary, executed as an amendment to the 'Life Membership Policy'.

8. ADOPTION AND REVIEW OF LIFE MEMBERSHIP POLICY

- a) This CDIA 'Life Membership Policy' was adopted at the CDIA AGM held on **23/03/2017**, where it was voted in unanimously by those members present (minimum 10 off).
- b) This document is to be reviewed at a CDIA AGM **two (2) years** after it has been adopted.
- c) Any modifications to the contents of this policy shall be carried out by way of vote at an AGM, and shall be passed by **75% majority of the members present**, with a minimum of **ten (10) members in attendance**. Reviewed and Amended dates are to be listed below on completion.

Adopted	23/03/2017
Reviewed	04/03/2021
Amended	

5. State any additional reasons as to why you have nominated this person for CDIA Life Membership (e.g. achievements made within organisations outside of CDIA) (optional).

Name of Nominator:

(Nominator must be a current financial member of CDIA, and has been so for a minimum period of five (5) consecutive years).

Name	Signature	Date
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Name of Seconder:

(Seconder must be a current financial member of CDIA, and has been so for a minimum period of five (5) consecutive years).

Name	Signature	Date
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TO BE COMPLETED BY THE CDIA EXECUTIVE

This nomination has been (please circle):

APPROVED

DECLINED

President	Signature	Date
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Vice President	Signature	Date
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Secretary	Signature	Date
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