



# Anglesea SLSC Procedure

Reference: 029

Reviewed: 5/2018

## TITLE: Life Member Procedures

### 1. ASLSC Life Members.

- a. Extract from ASLSC Constitution - Rule 8.2(g):

Life membership may only be bestowed upon Members who have completed fifteen (15) years continuous membership and rendered distinguished service to the Association and lifesaving, where such service is deemed to have assisted the advancement of the Association and lifesaving. Only two Life Members may be elected in any one year. Nominations for life membership may only be made by existing Life Members and must be approved by the Board and must be submitted to the Annual General Meeting. Any such nominations must be accepted by not less than two-thirds of Members present and voting at the Annual General Meeting.

A Life Member shall have the right to be present, to debate and to vote at General Meetings of the Association.

### 2. Life Member role within ASLSC.

- a. Provide support to the President and Board of Directors as requested
- b. If requested, act in an advisory and/or mentor role to members.
- c. At all times act to promote Anglesea SLSC within the community and in the broader community.

### 3. Benefits of Life Membership.

- a. Receive a Life Member Pin
- b. Receive a Life Member Certificate
- c. No membership fees.
- d. Access to club facilities.
- e. Invitation to a variety of ASLSC functions.
- f. Invitation to an annual Life Members Dinner.
- g. Have the right to propose new Life Members to the ASLSC President for approval at the ASLSC AGM.
- h. Inclusion on the Life Members honour board and photo wall
- i. Their contribution to the club included on the clubs website.

### 4. Life Member Annual Dinner.

- a. The Life Members annual dinner is the main get together for Life Members.
- b. The purpose of the dinner is twofold, as a social get together to catch up on the previous year's events and to keep up to date with club activities and to discuss proposed new Life Members to put to the Board for nomination at that years AGM.
- c. The Life Member Dinner will usually be held in July/August each year but at least four weeks prior to the ASLSC AGM.
- d. The Dinner will be preferably held in the Ray Marsh room at the club or an alternate Anglesea venue.
- e. All Life Members are invited and must wear their Life Members badge.



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## 5. Life Member Convenor/Chair.

- a. Each year at the Life Member Annual Dinner a member is to be elected as a Convenor/Chair for the following year.
- b. The election of the Convenor/Chair will be by a majority show of hands.
- c. The Convenor/Chair will be the primary point of contact between the ASLSC Executive and Life Members as a group.
- d. The Convenor/Chair will be responsible for arranging an informal Life Member gathering during January and the Life Member Annual Dinner.
- e. The Convenor/Chair will be responsible for arranging and managing the proposing and nomination of new Life Members to the ASLSC Board.

## 6. Structure for the Life Member Annual Dinner.

- a. **Convenor/Chair call to order**
  - i. Welcome address by the most senior Member
  - ii. Appointment of Scrutineers to be selected from Members who have not proposed a new Life Member.
- b. **Apologies**
- c. **Club update by current ASLSC President if invited or attending Director**
  - i. Including feedback from Life Members.
- d. **Life Member nominations**
  - i. Introduction of proposed new Life Members by nominators
  - ii. Discussion and questions.
  - iii. Voting.
- e. **News**
  - i. News about Life Members or significant club events from the floor.
- f. **General Business**
- g. **Appointment of Convenor/Chair for the following year**
- h. **Appointment of two Nominations Review members for the following year**
- i. **Closing address by most recently appointed Life Member.**

## 7. Life Member proposal process.

1. Eight weeks prior to Life Members annual dinner the Convenor/Chair will email/mail members and call for nominations for new life members. Proposals for new Life Members are to be in writing and use the attached template form to ensure consistency across all nominations. See Appendix 1 for draft template.
2. Proposals are to be submitted no later than 4 weeks prior to the Life Members annual dinner.



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3. Prior to the dinner the Convenor/Chair together with the Nomination Review Members will review the nominations, confirm the information provided and add any additional relevant information.
4. The Convenor/Chair will prepare a 'New Life Member proposal pack' and provide a copy to each Life Member at least 10 days prior to the dinner.
5. Convenor/Chair prepares ballot papers.
6. At the dinner each nominator is given the opportunity to speak in favour of their proposed new Life Member.
7. Following each presentation the Convenor/Chair opens the nomination for discussion.
8. On completion of the presentations the Convenor/Chair calls for a ballot.
  - Members may vote for one or all nominations, tick only, not ranked.
  - With a 75 % majority vote required the top two nominations are accepted as Life Members (Note the 75% is of valid votes cast, not members present)
  - In the event of a tie of more than two, the bottom two are voted on again, but this vote is numerically ranked 1 or 2. These nominations already have received 75 % majority so that is not required.
  - In the event of a tie of more of the top three, all three are voted on again, but this vote is numerically ranked 1, 2 & 3. These nominations already have received 75 % majority so that is not required.
9. Each Life Member shall be entitled to appoint another Life Member as their proxy by notice given to the Convenor/Chair no later than twenty-four (24) hours before the time of the meeting in respect of which the proxy is appointed.

The notice appointing the proxy shall be in the form set out in the ASLSC By-Laws. (See Appendix 2)

Each Life Member may hold a maximum of 2 proxy votes.
10. Following the Life Members dinner, the Convenor/Chair, in strictest confidence, will formally present the successful proposed new Life Members to the President of ASLSC for approval to put forward at the next AGM. This information must be held in the strictest confidence.
11. At the next AGM and existing Life Member, preferably the most recently appointed Life Member/s, will present a motion recommending the nominees for approval by members attending the AGM. Any such nominations must be accepted by not less than two-thirds of Members present and voting at the Annual General Meeting.



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**Appendix 1**  
**Anglesea Surf Life Saving Club**  
**New Life Member Proposal Form**

Name of Person proposed	
Membership category	
Date joined ASLSC	
Continuous years of service	
SLSA/LSV Awards obtained	
Position/s held and over what period	
Summary of Distinguished Service to ASLSC. Please attach additional pages if space above is insufficient	

**Proposer**

Name	
Date	

**Secunder**

Name	
Date	



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## Guiding notes when considering proposing a new Life Member

Key points:

1. 15 years continuous service with ASLSC.
  2. What is distinguished service?
    - a. Service with ASLSC over a long period of time which is considered significantly over and above the level of service that would normally be expected, or asked, of a member.
    - b. A member who has been paid by ASLSC for services will have those services disregarded for the purpose of Life Member consideration.
    - c. May cover, but not limited to, numerous and broad aspects of club life including:
      - i. Significant and demonstrable contribution to excellence in ASLSC surf sports, sports management, administration; and/or
      - ii. Significant and demonstrable leadership over many years in improving ASLSC patrolling standards; and/or
      - iii. Significant and demonstrable leadership over many years in improving ASLSC Training and Development; and/or
      - iv. Significant and demonstrable contribution to improving ASLSC management and administration; and/or
      - v. Delegated or appointed by ASLSC to promote and represent ASLSC at state, national and/or international levels over a significant period of time;
- that is to the benefit of all ASLSC members.**
3. Members should focus upon the nominees overall contribution to the club.
  4. Every member attending has the right to be heard and express their views.
  5. New Life Members may be proposed by existing Life Members and/or the ASLSC Executive. Proposals from the Executive are to ensure those who are not known personally by existing Life Members are considered for nomination.
  6. Existing Life Members will nominate two of their Members (plus the Convenor/Chair) to act as the Nomination Review Committee. It is incumbent upon the Nomination Review Committee to ensure only highly qualified individuals go forward for voting. As such, they should spare no effort, using whatever resources are necessary, to identify and carefully document the unusual and distinguished achievements of the nominees.



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## Appendix 2

### Anglesea Surf Life Saving Club – Life Member Proxy

#### **Proxy Representing a Life Member**

*Each Life Member is entitled to appoint another Life Member as proxy by notice given to the Life Member Convenor/Chair no later than 24 hours before the time of the meeting in respect of which the proxy is appointed. No Life Member may hold more than 2 proxies.*

I, .....of  
(Member's Full Name)

.....Postcode.....in  
(Member's address)

being a Life Member of Anglesea Surf Life Saving Club Inc.  
HEREBY APPOINT:

.....of  
(Proxy's Full Name)

.....Postcode.....  
(Proxy's address)

being a Life Member of Anglesea Surf Life Saving Club Inc as my proxy to vote for me on my behalf at the Life Member Meeting of the  
to be held on .....20..... and at any adjournment thereof,  
with the following restrictions:

- No restrictions
- Yes restriction(s) as follows:

My proxy is authorised to vote in favour of the following New Life Member nominations

.....  
.....

Any other restrictions:

.....

Signed by the Life Member appointing the proxy

.....Date.....

*\* Note: a proxy vote may not be given to a person who is not a Life Member of the association*