



SECTION B

Policies

Policy 1: Public Service Announcements at Meetings

The primary purpose in having public service announcements at the meetings is to keep the membership up to date about up-coming community happenings/events that may be of interest to many members. These announcements will be made by the President at the meeting and must be submitted to the President at least 48 hours prior to the start of the meeting. They must be approved by the President and be no longer than one minute in length.

Announcements which solicit support of any kind for a cause of any kind are not allowed.

Policy 2: Guests at Monthly Meetings.

The primary purpose of allowing guests to attend Club meetings is to provide potential members with the opportunity to experience the advantages of joining the Club.

A club member in good standing may invite an *eligible* and *potential* club member to attend a monthly meeting as a guest of the club. If the guest wishes to attend a second time, a fee of \$10 will be charged to the member. No third visit is permitted. Members must notify the Registrar of their intention to invite such a guest no less than 48 hours prior to the meeting.

A club member in good standing may invite to a regular meeting a guest who is neither eligible for membership nor considering applying for membership but who is interested only in listening to the speaker of the day. Such guests are not entitled to participate in any way in the proceedings and must attend as observers only. A fee of \$10 will be assessed the inviting member to cover the cost of his guest's hospitality. Such a guest may only attend one meeting.

These restrictions do not apply to some of the club special events to which members are specifically invited to bring spouses, partners, friends or neighbours.

Note: A non-eligible or non potential member is one who does not meet the criteria for membership or who is simply attending to hear and enjoy the guest speaker.



Policy 3: Refunds

Membership Fees

Where a club member's membership is terminated by reason of poor health, physical relocation of residence, or death the annual membership fee, *when requested*, may be refunded on a pro-rated basis.

Special Events and Outings

1. Events booked by the Club but operated by an independent provider

In the event a member is unable, for any reason, to use a fully paid ticket(s) for an event outside of the control of the Men's Probus Club of Lindsay, e.g. a bus tour, or a theatre performance, the Club will attempt to help the member dispose of the ticket(s) by informing the other Club members of the availability of the ticket(s). The Club, however, will *not* be responsible for the sale of the ticket(s).

2. Events operated by the Club

In the event a member is unable, for any reason, to use a fully paid ticket(s) for an event sponsored and operated by the Club the member may cancel and receive a refund of any monies paid for the event *if the Club is advised within a specified number of days prior to the event*.

Policy 4: Death, Bereavement, or Illness of Members

It is the policy of the Management Committee of the Men's Probus Club of Lindsay to recognize the contribution made by an individual to the operation of the Club in the event of death, bereavement, or illness in the following ways:

- 1 In the event of the death of a Past President or a current member of the Management Committee the Club will donate \$100 to a charity designated by the family and if there is no such designation to the Ross Memorial Hospital Foundation.
- 2 In the event of the death of a member (regardless of years of membership) the Club will donate \$75 to a charity designated by the family and if there is no such designation to the Ross Memorial Hospital Foundation.
3. An appropriate card will be sent:
 - a) To a member bereaved by the death of a spouse or significant other;
 - b) To a member recovering from a serious illness or surgery;
 - c) To a member suspected of having a terminal illness.



This policy is to be implemented by the Health and Welfare Officer and all members knowing of anyone in any of these circumstances are asked to advise the Officer.

4. Membership status should be confirmed with the Registrar.

Policy 5: The Founder's Award for Outstanding Service

Purpose: to recognize a member who has given "outstanding service" to the Club.

Criteria:

- 1 Recipient must have provided a service that has resulted in the enhancement of benefits to the members as a whole;
- 2 The service in 1) may be a single event or something that takes place over a long period of time; and,
- 3 Members of the Management Committee of the day are ineligible for this award.

Process:

- 1 The Past President has the responsibility for this process and will receive all nominations which shall be in writing and detail the reason(s) for the nomination.
- 2 Potential recipients may be nominated by any member of the Club.
- 3 Nominations for any particular year must be received by the Past President or alternate by August 1st of that year. Nominations received after that date may be considered for the following year.
- 4 The decision to award is the prerogative of the Management Committee alone.
- 5 This award will be presented at the AGM in October but will not necessarily be awarded each year.

Physical Nature of the Award:

The award will consist of a plaque that reflects the quality of the service rendered.



Policy 6: Founder's Day Luncheon

The October meeting — at the discretion of the MC a subsidized luncheon and is designated as Founders' Day Luncheon and AGM.

- The AGM would be a suitable day to commemorate the significance of obtaining our charter. The date of our Charter is actually February 23 but the beginning of our year was changed to October in order to accommodate Probus Canada.
- The added attraction of a Founders' theme would make it easier to attract members to the AGM.
- This meeting would be one at which we could reminisce about "the old days" — could possibly have a continuous loop of photos of Club activities to remind us of the "old days".

Policy 7: President's Award

Recipient:

This Award is to be presented to the outgoing President at the end of his term in recognition of the leadership and service provided.

Physical Description:

This award will consist of a suitable gift.

Policy 8: Transfers into Our Club from Another Probus Club

If a member in good standing of another Probus Club, upon relocation to our area, wishes to join our Club he may apply for membership without the need for a sponsor so long as he provides the Management Committee with a letter from the President of the previous Club indicating that he left as a member in good standing. In addition, the Men's Probus Club of Lindsay will waive the initiation fee upon payment of the annual, or pro-rated, fees due at the time of admission to our Club.

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