



Membership Policies

Version 3

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1 Introduction

This document describes our membership policies and expands upon the content of the York Pride Fest by-laws. It provides additional information about the York Pride Fest Membership Programme and its implementation.

In the event of any discrepancy or ambiguity between the content of this document and the by-laws, the provisions prescribed in the by-laws will take precedence.

This version of this document is effective commencing March 2016 until superseded by a subsequent version.

1.1 Definitions

In this document:

"Act" means the *Canada Not-For-Profit Corporations Act* S.C. 2009, c. 23 including the Regulations made pursuant to the Act, and any statute or regulations that may be substituted, as amended from time to time;

"AGM" or "annual general meeting" means the annual meeting of the members of the Corporation;

"by-law" means this by-law and any other by-law of the Corporation as amended and which are, from time to time, in force and effect;

"Corporation" means the York Pride Fest organization, federally incorporated as a not-for-profit organization on 6th August, 2015.

"director" means a member of the board of directors of the Corporation;

"event volunteer" means a volunteer who assists with the staging of one or more specific event(s), but is not engaged in planning, administration or management activities throughout a pride year.

"LGBT+" means as Lesbian, Gay, Bisexual, Transgendered, Transsexual, Intersex, Queer, Questioning (i.e. people unsure of their sexuality or gender identity), Two-Spirit, and Allies of the individuals in the preceding categories - aka LGBTTIQQ2SA.

"LGBT+ community member" means a person who self-identifies as LGBT+.

"meeting of members" includes an annual meeting of members or a special meeting of members;

"pride team" means a group of year-round volunteers who work together, under the supervision of one or more team coordinators, acting within the scope of terms of reference defined by the board of directors, in order to achieve a stated goal.

"pride week" means a period of approximately nine days that is designated as such by a city or region's recognized organizer of LGBT+ pride festivals.

"pride year" means a period of approximately twelve months starting on the day following the end of the previous pride year and ending in the designated calendar year on the final day of the later of the York Region pride week and the Toronto pride week. For example, the 2016 pride year commenced on the day after Toronto pride week 2015 and ended on the final day of Toronto pride week 2016.

"special meeting of members" includes a meeting of any class or classes of members and a special meeting of all members entitled to vote at an annual meeting of members;

"year-round volunteer" means a volunteer who assists with planning, administration or management activities throughout a pride year and may also assist with the staging of events.

"York Region" means the Regional Municipality of York in the province of Ontario.

2 Membership Classes

Membership to York Pride Fest shall consist of such individuals, businesses, not-for-profit corporations, and unincorporated associations whose application for admission to the membership has received the approval of the Board of Directors, in its sole discretion.

There are three classes of membership, as follows:

- Personal memberships (Class A)
- Organizational memberships (Class B)
- Executive memberships (Class C)

3 Personal Membership

Personal memberships are referred to in the by-laws as “class A” members.

3.1 Eligibility for Membership

Individuals shall be eligible for annual *personal membership* in York Pride Fest if they meet all of the following criteria:

- a) They reside in York Region or a neighbouring region. Eligible neighbouring regions are Simcoe Country, Durham Region, Peel Region and the City of Toronto.
- b) They are interested in furthering the purposes of York Pride Fest and acknowledge, in writing, that they support the objectives and activities, including the Mission, Vision and Values of York Pride Fest, as amended from time to time.
- c) They are an LGBT+ community member or close relative of an LGBT+ community member.
- d) They have either:
 - i. Acted as a year-round volunteer throughout the last three months of the preceding pride year, continuously fulfilling, at the least, the minimum level of commitment¹ expected of a year-round volunteer as identified in the “Volunteer Orientation & Policies” document of York Pride Fest. or,
 - ii. Have voluntarily resigned and subsequently requested reinstatement of personal membership, if they were a member at any prior time during the current or preceding pride year and if their application for reinstatement of membership has been accepted by resolution of the board or in such other manner as may be determined by the board, or,
 - iii. Have applied to become a member within the pride year of incorporation of York Pride Fest, having previously served as a member of the York Pride Fest planning committee during either of the preceding two pride years and having attended a minimum of 50% of the meetings of that committee in either of those pride years.
- e) They commit to dedicating time, in excess of minimum levels¹, to serve on one or more pride teams of York Pride Fest, acting as a year-round volunteer in adherence with York Pride Fest’s “Volunteer Orientation & Policies” document.
- f) They have applied for and been accepted into membership in York Pride Fest by resolution of the board.

3.2 Membership Renewal

It is a continuous condition of personal membership that:

- a) the member fulfils, at the least, the minimum level of commitment¹ identified in the policies of the York Pride Fest.
- b) Provide to York Pride Fest revised contact details, within seven days, whenever there are changes.

The term of membership shall be annual, subject to renewal as follows:

- Memberships will be automatically renewed for members in good standing.
- In other cases, the board of directors will determine by resolution whether or not a membership should be renewed, according to the individual circumstances of the member, and the member will be notified accordingly.

Unless otherwise determined by the Board, the term of membership commences as of the beginning of one AGM and ends at the beginning of the subsequent AGM.

¹ The required minimum level of commitment is specified in section 5.3.3 of the Volunteer Orientation and Policies document.

3.3 Rights of Members

Every member of this class in good standing each year is entitled to:

- a) become a director of York Pride Fest, if duly elected,
- b) hold an office of York Pride Fest in accordance with the by-laws;
- c) receive notice, attend and vote at the Annual General Meeting or other meetings of members, in accordance with the by-laws;
- d) all of the other rights and privileges afforded by the Act.

4 Organizational Membership

Organizational memberships are referred to in the by-laws as “class B” members.

4.1 Eligibility for Membership

Business and not-for-profit corporations, as well as unincorporated associations, shall be eligible for annual *organizational membership* in York Pride Fest if they meet the all of the following criteria:

- a) Employ staff or engage volunteers who are York Region residents, and,
- b) Support the objectives and activities, including the Mission, Vision and Values of York Pride Fest, as amended from time to time..
- c) Make goods or services available to LGBT+ community members residing within York Region, and,
- d) Provide some goods or services primarily purchased or consumed by LGBT+ community members or take positive actions to welcome and accommodate LGBT+ clients, and,
- e) Have previously provided one of their own staff members or registered volunteers as a representative who has acted as a year-round volunteer of York Pride Fest throughout the last three months of the preceding pride year, continuously fulfilling, at the least, the minimum level of commitment¹ expected of a year-round volunteer, as identified in the “Volunteer Orientation & Policies” document of York Pride Fest.
- f) Have submitted a written application, signed by a director or senior manager of the applicant’s organization, requesting membership and providing the following:
 - i. The name, telephone number(s) and email contact details of between one and three representatives of the applicant who are nominated to participate in the work of the Corporation and to receive communications, including all notices.
 - ii. A statement of commitment indicating the minimum number of hours per month and the regularity, over the forthcoming 12 month period, for which one or more representatives of the applicant can be made available, within their usual hours of work for the applicant, for engagement in the work of York Pride Fest as a year-round volunteer in adherence with all of York Pride Fest’s volunteer policies. The purpose of this commitment is to provide to York Pride Fest an understanding of the level of assistance that can be expected from the applicant’s representative(s).
 - iii. Optionally, a written statement of commitment from one or more of the applicant’s nominated representatives indicating an additional minimum number of hours per month and the regularity, over the forthcoming 12 month period, for which that representative pledges to devote their personal time to the work of York Pride Fest, outside their usual hours of work for the applicant (i.e. additional to the time stated in the applicant’s statement of commitment), by acting as a year-round volunteer in adherence with all of York Pride Fest’s volunteer policies.
- g) Have been accepted into membership in York Pride Fest by resolution of the board.

4.2 Membership Renewal

It is a continuous condition of organizational membership that the member shall:

- a) Provide to York Pride Fest revised contact details, within seven days, whenever there are changes to the member’s nominated representatives or their contact details.
- b) Provide to York Pride Fest a revised statement of commitment, within seven days of it becoming apparent that the previously pledged minimum level of commitment is no longer sustainable.
- c) Continuously pledge a level of commitment not less than the minimum level of commitment¹ identified in the policies of York Pride Fest.

It is also a continuous condition of membership that the organizational member’s nominated representative(s) continuously deliver a level of commitment equal to or exceeding the level pledged in the member’s statement of commitment.

The term of membership shall be annual, subject to renewal as follows:

- Memberships will be automatically renewed for members in good standing.
- In other cases, the board of directors will determine by resolution whether or not a membership should be renewed, according to the individual circumstances of the member, and the member will be notified accordingly.

Unless otherwise determined by the Board, the term of membership commences as of the beginning of one AGM and ends at the beginning of the subsequent AGM.

4.3 Rights of Members

Every organizational member in good standing each year is entitled to:

- a) receive notice, have a representative attend and vote on behalf of the member at the Annual General Meeting or other meetings of members, in accordance with the by-laws, and subject to the following provisions:
 - i. Each organizational member is entitled to one (1) vote at such meetings.
 - ii. Members may arrange for attendance at meetings by no more than one of their nominated representatives who will be eligible to participate in discussion and to vote on behalf of the member.
 - iii. Members may arrange for attendance at meetings by no more than one additional individual who may not participate in discussion unless invited to do so by the meeting's chairperson and who may not vote.
- b) all of the other rights and privileges afforded by the Act.

Board members (including ex-officio directors) of organizations that are and have been organizational members of York Pride Fest in good standing for a period of one year or more are eligible to become a director of York Pride Fest, if duly elected.

Eligibility to become a director of York Pride Fest is not granted to individuals who act as representatives of a member organization or to any other individuals associated with a member organization, except where an individual holds a personal membership.

5 Executive Membership

Executive memberships are referred to in the by-laws as “class C” members.

5.1 Eligibility for Membership

Individuals shall be eligible for *executive membership* in York Pride Fest if they meet all of the following criteria::

- a) They are interested in furthering the purposes of York Pride Fest and acknowledge, in writing, that they support the objectives and activities, including the Mission, Vision and Values of York Pride Fest, as amended from time to time.
- b) They are an LGBT+ community member.
- c) They have been accepted into executive membership by special resolution of executive members.

Customarily, only persons assessed by existing class C members to have substantial knowledge of and long-standing experience with the purposes and operation of the Corporation. will be accepted into executive membership.

Executive membership endures in perpetuity until terminated.

5.2 Rights of Members

Executive membership provides all of the rights granted by personal membership, as defined in section 3.3 of this document.

Additionally, members of the executive class shall have the right to elect a limited number of individuals to the Board of Directors by means of an ordinary resolution requiring a simple majority vote of the members of that class.

Whenever a director previously elected by executive members leaves the board, for any reason whatsoever, executive members shall have the immediate right to elect a replacement by the same method. In this circumstance, no board matters may be transacted and no directors may be elected by other means for up to seven days or until executive members have elected replacement director(s), whichever is the sooner.

6 Termination of Membership

A membership in the Corporation is terminated when:

- the member dies, or, in the case of a member that is a corporation, the corporation is dissolved;
- a member fails to maintain any qualifications for membership described in the section on membership eligibility within the York Pride Fest by-laws;
- the member resigns by delivering a written resignation to the chair of the Board of Directors of York Pride Fest, in which case such resignation shall be effective on the date specified in the resignation;
- the member takes any action which, in the sole discretion of the Board of Directors, is deemed to be contrary to the objects, activities, policies or interests of York Pride Fest, and termination is subsequently agreed upon by a resolution of the Board at a meeting of the Board for which notice of the intent to remove the member has been given. Notice of the Board meeting shall:
 - i. be served upon the member in accordance with the By-laws not less than seven (7) days prior to the Board meeting;
 - ii. set out the grounds for the proposed membership termination and advising the member of the right to be heard prior to the Board voting on the resolution.
- the member is expelled in accordance with any other provision of the articles or by-laws;
- the member's term of membership expires
- the Corporation is liquidated or dissolved under the Act.

Notwithstanding the above provisions, the Board of Directors may not resolve to terminate an executive membership nor may an executive member be expelled by any other means, unless at a prior meeting of executive members consent to the membership termination has been agreed upon by a resolution of members of that class.

7 Application Forms

7.1 Application for Personal Membership of York Pride Fest

Name:	
Address:	
Telephone no:	
Email Address:	
Volunteer Id (ypfid):	
Date:	
I certify that:	
<input type="checkbox"/>	I have acted as a year-round volunteer for the minimum period as stipulated in section 3.1 (d) of the Membership Policies
<input type="checkbox"/>	I am an LGBT+ community member or a close relative of an LGBT+ community member.
<input type="checkbox"/>	I support the objectives and activities, including the Mission, Vision and Values of York Pride Fest.
<input type="checkbox"/>	I commit to dedicating time, in excess of minimum levels stated in York Pride Fest's policies, to serve on one or more pride teams of York Pride Fest, acting as a year-round volunteer in adherence with all of York Pride Fest's volunteer policies.
Signed:	

7.2 Application for Organizational Membership of York Pride Fest

Name of organization:		
Address:		
Type of organization:	<input type="checkbox"/> Not-for-profit corporation <input type="checkbox"/> Business corporation <input type="checkbox"/> Unincorporated organization	
Date:		
Nominated representatives:		
#1	Name:	
	Telephone no:	
	Email Address	
#2	Name:	
	Telephone no:	
	Email Address	
#3	Name:	
	Telephone no:	
	Email Address	
Statement of Minimum Commitment:		
<p>Please indicate below the minimum number of hours per month and the regularity, over the forthcoming 12 month period, for which one or a combination of the above representatives can be made available, within their usual hours of work for the applicant, for engagement in the work of York Pride Fest as a year-round volunteer in adherence with all of York Pride Fest's volunteer policies. The purpose of this commitment is to provide to York Pride Fest an understanding of the level of assistance that can be expected from the applicant's representative(s).</p>		
Month	Minimum total hours	Anticipated availability (e.g. most days 9am-5pm, one or two afternoons per week, Tuesday afternoons & Thursday evenings)
February		
March		
April		
May		
June		
Other months		
I certify that my organization:		
<input type="checkbox"/> Employs staff or engages volunteers who are York Region residents <input type="checkbox"/> Supports the objectives and activities, including the Mission, Vision and Values of York Pride Fest <input type="checkbox"/> Makes goods or services available to LGBT+ community members residing within York Region. <input type="checkbox"/> Provides some goods or services primarily purchased or consumed by LGBT+ community members or takes positive actions to welcome and accommodate LGBT+ clients		
Signed:		
Position / Job Title:		
Telephone number:		
Email address:		