

# Standard Practices and Procedures

Rev 2.1 1<sup>st</sup> July 2020



## LCCRA Membership Policy

### 1.0 Scope

This policy covers the eligibility, privileges and renewal process associated with membership in the LCCRA. Complimentary membership, telephone directory accuracy and distribution of the Honking Goose are also covered.

### 2.0 Eligibility

- 2.1 Membership shall be available to all residents of Loyalist Estates
- 2.2 Membership dues are paid annually.
- 2.3 Membership of the LCCRA runs from the date of the current year AGM (usually late May) to the next AGM in May of the following year
- 2.4 Membership fees are set annually by the executive committee. The 2020/21 household membership fee is \$10.00 per year and includes
  - a. One telephone directory
  - b. Free subscription to the Honking Goose
  - c. Free advertizing of For Sale items on the LCCRA web-site
  - d. Representation at Lafarge
  - e. Representation at Loyalist Township<sup>1</sup>
  - f. Representation at Country Club Communities and Kaitlin<sup>2</sup>
  - g. Representation on the Napanee Generating Station citizens advisory board
  - h. Voting rights at the AGM
  - i. Eligible to serve on the executive

### 3.0 Complimentary, and Associate Membership.

- 3.1 A complimentary membership will be offered to any new resident who moves into the community after the date of the current AGM. This membership will be valid until the following year's AGM. Complimentary members will be entitled to receive the same privileges as regular members.

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<sup>1</sup> For issues that apply to all Loyalist Estates residents only. This excludes issues that apply to individual residents

<sup>2</sup> For issues that apply to all Loyalist Estates residents only. This excludes issues that apply only to CCC and/or Golf Club members only.

- 3.2 One-year Associate Membership (Excludes telephone directory and voting rights) will be granted at the discretion of the executive.

#### **4.0 Additional Telephone Directories**

- 4.1 Additional telephone directories may be purchased, if desired, for \$10. This applies to regular and complimentary members only.

#### **5.0 Initial Honking Goose Distribution**

- 5.1 The LCCRA recognizes that not everyone is able to attend the May AGM to renew their membership. The month of June will be used to allow previous year members the opportunity to renew their membership and to retain their existing membership privileges.
- 5.2 The June issue of the Honking Goose will therefore be sent to both the previous year members as well as the current year members. The July and following issues will only be sent to those who have renewed their current year membership.

#### **6.0 Telephone Directory**

- 6.1 The LCCRA strives to ensure accuracy in the telephone directory listing. If an error is made, the LCCRA will, at their discretion, offer a complimentary membership to that household for the current membership year.
- 6.2 This offer does not apply if correct information had been previously given and the LCCRA has not been advised of any changes.

Revision 1.0 Approved by the LCCRA executive on 5<sup>th</sup> June 2015

Revision 2.1 added paragraphs 2.4 (h) and 2.4 (i) and 3.2

Revision 2.1 Approved by the LCCRA executive 1<sup>st</sup> July 2020