

# Policy for Accepting New Membership Applications

## **REFER TO BYLAW ARTICLE 2 SECTION 4 - APPLICATION OF MEMBERSHIP**

### **Purpose and Goal**

This policy has been developed to provide the Board of Directors (BOD) with clear guidelines for reviewing and accepting new membership applications. Its primary goal is to ensure that new members share the club's focus on the hunting retriever breed, as outlined in the Aims and Objectives dated April 2025.

### **Membership Application and Approval Procedure**

Individuals who own a hunting retriever breed may apply for membership by submitting a membership application to the Membership Director. Should a Board Member other than the Membership Director receive an application, it will be forwarded to the Membership Director for review prior to sending it out to the BOD for approval.

The Membership Director will then send an email to all current Board members for review and approval. In accordance with Bylaw 1(e) regarding Provisional Members, once the Board of Directors approves the application, the Membership Director will notify all WRHRC members and request any feedback to be submitted within seven (7) days. If no objections are received and the BOD has approved the applicant, membership will be granted.

Once approved, the Membership Director will email the applicant to confirm their membership approval and request the appropriate fees. This email will also include copies of the club's current Aims and Objectives, Bylaws, and any existing policies. The Membership Director will inform the new member that the WRHRC operates under Robert's Rules and the Societies Act.

If an application is denied, the Board of Directors will send an email to the applicant explaining their decision.

## Further Guidelines for Accepting New Membership Applications

### New Member Qualifications

- A point scoring system will be used to evaluate applicants' suitability for membership. Each criterion will be assigned a specific point value based on its importance to the club.

### Scoring System

- Breed of Dog (e.g., retriever vs pointer vs spaniel)
- Reference from a current club member
- Current CKC member status
- Willingness to volunteer
- How the applicant heard about the club
- Interest in learning the retriever sport
- Search on social media platforms
- Current trainer of dogs on other platforms
- Involvement in other areas of training or competition
- Whether the applicant hunts with their dogs
- Participation in CKC Hunt Tests, Working Certificate Tests, or Field Trials
- Intangible characteristics such as knowledge, skills, or expertise that would add value to the club
- Applicants must be within the "Area of Operation"; those outside will be considered on a case-by-case basis.

### **Section 2 - Area of Operation**

*The Geographical area of operation of the Club shall be The City of Calgary plus the rural area north of Hwy 22X to Hwy 72 and east of Hwy 2 to Hwy 21.*

## Rejecting a Membership Application

- Applicants whose membership is not approved will receive a letter from the Board of Directors explaining the reasons for the decision
- A standard email message will be prepared for each rejection, tailored to the review of the applicant.

## Provisional Membership

- All new members will hold Provisional Membership status during their first year (as per bylaw article 2 Section 1(e)).
- Provisional Members do not have voting privileges (as per bylaw article 2 Section 1(e)).
- Provisional Members are expected to attend at least one Club meeting or function during their first twelve months (as per bylaw Article 2 section 4).
- The BOD may extend provisional membership beyond one year or decline to renew membership for the following year.
- Applicants that are accepted and whose permanent address is not within the “Area of Operation” will only be granted Provisional Membership status. Exceptionally committed individuals may be granted full membership at the BOD’s discretion.
- Applications from outside the “Area of Operation” may be denied by the board.

## References / Sponsored

- Applications lacking references within the club, other retriever clubs, the working dog world, or CKC membership are likely to be denied.

## Current or Renewing Provisional, Ordinary or Family Membership

- Members whose membership has lapsed for more than a year must reapply and, if accepted, will be considered provisional members.
- Provisional members who have not volunteered in the current year, your application will be reviewed by the BOD. If approved there will be a non-volunteer fee of \$200 for the next year and will remain as a Provisional Member status if the fee is paid.
- Current renewing members who have not volunteered in the current year will be charged a non-volunteer fee of \$200 for the next year but will retain their Ordinary or Family Membership status if the fee is paid.
- Any member with two consecutive years of not volunteering will be reviewed by the BOD. If the BOD agrees to renew, that member will pay a \$200 non-volunteer fee and revert to Provisional Membership. Continued non-volunteering beyond two years will result in non-renewal of membership.
- The BOD may waive volunteer requirements due to health or physical. Any member who has accumulated zero volunteer hours over the previous two years must receive a favorable vote from the Board of Directors in order for their membership to continue. This provision allows the Board to review individual situations and consider mitigating circumstances.
- Members facing criminal or animal abuse charges may have their membership terminated at the board's discretion.
- The board reserves the right to terminate membership for behavior unbecoming of the retriever sport or general sportsmanship.
- Members are expected to attend at least one Club meeting or function within the calendar year.

## Membership Numbers

- Membership applications will only be accepted from February 1<sup>st</sup> to May 31<sup>st</sup> of each calendar year.
- The board may cap membership at any time based on land usage and management needs.
- Membership numbers are determined by club resources, including the size and capacity of the grounds.
- Revenue required from memberships is used to support the annual budget.
- A waiting list will be created once maximum membership is reached, based on qualifying applications.

**THE PURPOSE OF THIS POLICY IS TO FURTHER EXPLAIN AND AUGMENT THE POLICES STATED IN OUR BYLAWS (DATED April 16, 2025) OF THE WILD ROSE HUNTING RETRIEVER CLUB**

## Guests

- Refer to the **POLICY FOR MEMBERSHIP BRINGING NON-MEMBER(S) / GUESTS ONTO CLUB GROUNDS**. This can be found on the website. [Club Policies | Wild Rose Hunting Retrieving Club](#)