

Membership Categories Policy

Montezuma Valley Volunteer Community Service Organization (MVVCSO)

Effective Date:

Approved by: MVVCSO Board of Directors

Purpose

This policy establishes additional membership categories for MVVCSO beyond those defined in the 2025 bylaws (Voting, Non-Voting, Honorary, and Emeritus Members). These categories, authorized under **Article III, Section 1D** of the bylaws, enhance community engagement, recognize diverse contributions, and support MVVCSO's mission as a California nonprofit public benefit corporation. The policy ensures compliance with applicable laws and promotes inclusivity and accessibility.

Scope

This policy applies to all additional membership categories recognized by MVVCSO, providing clear definitions, roles, rights, responsibilities, and processes for operational transparency and equity.

General Provisions

- **Authority:** Established per **Article III, Section 1D** of the 2025 bylaws.
- **Non-Discrimination:** Open to all eligible individuals and entities without discrimination, per **California Civil Code § 51 (Unruh Civil Rights Act)**.

- **Accessibility:** Processes and materials will be accessible (e.g., large-print formats, accessible events), per the **Americans with Disabilities Act (ADA)**.
 - **Data Privacy:** Member information is protected and used only for organizational purposes, per the **California Consumer Privacy Act (CCPA)**. Members may access their data or opt out of non-essential communications.
 - **Youth Participation:** Parental/guardian consent is required for members under 18, with age-appropriate activities and supervision.
 - **Oversight:** The Board oversees all categories, delegating administration as needed.
 - **Record-Keeping:** The Secretary maintains accurate member records.
 - **Review and Amendments:** Reviewed annually by the Board; amendments require a majority vote and 30 days' notice to members.
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Membership Categories

1. Designation and Role of Affiliate Members

Purpose

To recognize individuals or groups outside MVVCSO's geographic boundaries who actively support its mission and goals.

Definitions

- **Affiliate Member:** An individual or group residing outside MVVCSO's geographic boundaries who contributes to its initiatives, events, and programs.

Scope

Covers identification, participation, engagement, and governance limitations for Affiliate Members.

Criteria for Designation

- Reside outside MVVCSO's geographic boundaries.
- Actively participate in MVVCSO-sponsored activities or events.
- Regularly contribute via donations, resources, advocacy, or volunteerism.
- Align with MVVCSO's goals and values.

- Board approval not required unless deemed necessary.

Role and Responsibilities

- **Event Participation:** May join MVVCSO-sponsored events and programs.
- **Volunteer Engagement:** May volunteer occasionally to support initiatives.
- **Communications:** Receive newsletters, updates, and event announcements.

Voting Rights and Governance Limitations

No voting rights or governance participation.

Membership Process

- Initiated voluntarily or by MVVCSO leadership based on contributions.
- Internal records maintained for communication and tracking.

Recognition and Documentation

- Recognized via communications, event invitations, and public acknowledgment.

Review and Amendments

Reviewed every three years or as needed by the Board.

2. Designation and Role of Associate Members

Purpose

To recognize seasonal or part-time residents supporting MVVCSO activities but ineligible for Voting Membership.

Definitions

- **Associate Member:** A seasonal or part-time resident participating in and supporting MVVCSO's mission.

Scope

Covers recognition, participation, communication, and governance limitations.

Criteria for Designation

- Maintain seasonal or part-time residency within MVVCSO's boundaries.
- Regularly participate in MVVCSO events and activities.
- Support through volunteerism, contributions, or advocacy.

Role and Responsibilities

- **Meeting/Event Participation:** Encouraged to attend meetings and events.
- **Volunteerism:** May engage in volunteer roles.
- **Communications:** Receive updates and newsletters.

Voting Rights and Governance Limitations

No voting rights or governance involvement.

Membership Process

- Voluntary registration or proactive extension by leadership.
- Records maintained for communication and engagement.

Recognition and Documentation

- Included in mailing lists, event invitations, and occasional public acknowledgment.

Review and Amendments

Reviewed every three years or as needed.

3. Designation and Role of Student or Youth Members

Purpose

To engage and recognize individuals under 21 involved in MVVCSO programs and advisory roles.

Definitions

- **Student or Youth Member:** An individual under 21 participating in MVVCSO youth initiatives.

Scope

Details qualifications, participation, advisory roles, and limitations.

Criteria for Designation

- Under 21 years old.
- Actively participate in youth activities or advisory committees.
- Show engagement, leadership, or advisory potential.
- Parental/guardian consent required for those under 18.

Role and Responsibilities

- **Youth Initiatives:** Engage in programs and events.
- **Advisory Input:** Provide feedback on youth programs.
- **Volunteerism:** Participate in age-appropriate volunteer opportunities.

Voting Rights and Governance Limitations

No voting rights or governance involvement.

Membership Process

- Initiated by individuals, guardians, or leadership.
- Roster maintained for coordination.

Recognition and Documentation

- Recognized via invitations, certificates, and public acknowledgment.

Review and Amendments

Reviewed every three years or as needed.

4. Designation and Role of Supporting (Contributing) Members

Purpose

To acknowledge individuals providing significant financial or in-kind support.

Definitions

- **Supporting (Contributing) Member:** An individual outside the voting precinct providing substantial donations or in-kind contributions.

Scope

Covers criteria, recognition, participation, and limitations.

Criteria for Designation

- Reside outside MVVCSO's voting precinct.
- Provide significant support (e.g., donations exceeding \$500 annually or equivalent in-kind value).

Role and Responsibilities

- **Recognition:** Acknowledged in communications and reports.
- **Engagement:** Invited to events and activities.

Voting Rights and Governance Limitations

No voting rights or governance involvement.

Membership Process

- Automatic recognition upon meeting contribution criteria.
- Records maintained for acknowledgment.

Recognition and Documentation

- Public acknowledgment in newsletters, reports, and events.

Review and Amendments

Reviewed every three years or as needed.

5. Designation and Role of Provisional Members

Purpose

To manage applicants awaiting Voting Membership approval.

Definitions

- **Provisional Member:** An applicant for Voting Membership pending verification and Board approval.

Scope

Outlines criteria, limited participation, and transition process.

Criteria for Designation

- Submit a complete Voting Membership application.

Role and Responsibilities

- **Limited Participation:** May attend select events and receive communications.
- **Orientation:** Encouraged to engage with members and leaders.

Voting Rights and Governance Limitations

No voting rights or governance authority until approved.

Membership Process

- Verification and Board review within 60 days of application.
- Notification of approval or denial.

Documentation and Tracking

- Records of applications and decisions maintained.

Review and Amendments

Reviewed every three years or as needed.

6. Designation and Role of Legacy Members

Purpose

To honor individuals or families with historical contributions.

Definitions

- **Legacy Member:** Recognized for significant, sustained contributions.

Scope

Covers designation, advisory/ceremonial roles, and limitations.

Criteria for Designation

- Long-term volunteer commitment (e.g., 10+ years).
- Significant financial or material support.
- Exceptional advocacy or leadership.

Role and Responsibilities

- **Advisory Role:** Provide historical context and guidance.
- **Ceremonial Role:** Represent MVVCSO at events.
- **Community Engagement:** Foster connections and goodwill.

Voting Rights and Governance Limitations

No voting rights unless qualified as Voting Members.

Appointment Process

- Nominated by Board or Voting Members.
- Approved by Board majority vote.

Recognition and Documentation

- Public acknowledgment, certificates, and registry.

Review and Amendments

Reviewed every three years or as needed.

7. Designation and Role of Service Members

Purpose

To recognize dedicated volunteers.

Definitions

- **Service Member:** A volunteer with consistent service (e.g., 100+ hours annually).

Scope

Covers criteria, recognition, training, and input.

Criteria for Designation

- Regular, ongoing volunteer involvement.
- High dedication and effectiveness.

Role and Responsibilities

- **Recognition:** Eligible for awards and acknowledgment.
- **Training:** Access to specialized training.
- **Advisory Input:** Provide feedback on volunteer programs.

Voting Rights and Governance Limitations

No voting rights unless qualified as Voting Members.

Membership Process

- Designated by leadership based on records.
- Reviewed annually for continued status.

Recognition and Documentation

- Certificates, public mentions, and advanced opportunities.

Review and Amendments

Reviewed every three years or as needed.

8. Designation and Role of Organizational Members

Purpose

To recognize and collaborate with local entities.

Definitions

- **Organizational Member:** A local entity collaborating with MVMCSO.

Scope

Covers criteria, collaboration, communication, and limitations.

Criteria for Designation

- Recognized local entity (e.g., nonprofit, school, faith-based group).
- Collaborative relationship with MVMCSO.
- Alignment with mission and values.

Role and Responsibilities

- **Collaborative Partnerships:** Engage in joint initiatives.
- **Communication:** Designate liaisons for coordination.
- **Mutual Recognition:** Publicly acknowledge the partnership.

Voting Rights and Governance Limitations

No voting rights or governance involvement.

Membership Process

- Request or proposal to leadership.
- Board review and approval.

Recognition and Documentation

- Inclusion in publications, public acknowledgment, and structured communications.

Review and Amendments

Reviewed every three years or as needed.

Compliance Statement

This policy aligns with:

- **MVCSO 2025 Bylaws** (Article III, Section 1D).
 - **California Corporations Code** for nonprofit membership structures.
 - **IRS 501(c)(3)** requirements, avoiding undue member benefits.
 - **California Civil Code § 51 (Unruh Civil Rights Act)** for non-discrimination.
 - **ADA** for accessibility.
 - **CCPA** for data privacy.
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Implementation

- Staff and volunteers will manage this policy under Board oversight.
- Materials will be accessible upon request.
- Members will be informed of their category and rights upon designation.