

Membership Policy

Approved by the Board:
Updated:
Review date:

August 2013
Version 11
April 2014

SOFTBALL AUSTRALIA LIMITED

ACN 092 181 318
Level 1 | Suite 2 | 273 Wellington Street | Collingwood VIC 3066 | Australia
t: +61 3 9417 0022 | f: +61 3 9417 3399 | e: info@softball.org.au | w: www.softball.org.au



Table of contents

1	Background	1
2	Purpose	1
3	Categories	1
4	Fees	2
	Non-payment of Fees.....	3
5	Responsibilities	3
	Softball Australia	3
	Members	3
6	Membership Procedures	3
	Member States	3
	Life Members.....	4
	Associate Members.....	4
	Individual Members	4
	Benefits.....	5
7	Termination or Cessation of Membership.....	5
8	Definitions	5
	Schedule 1	7
	Fees.....	7
	Schedule 2	8
	Benefits.....	8



1 Background

- 1.1 As a membership organisation, Softball Australia Limited (**Softball Australia**) has a responsibility to its members. Softball Australia must first identify who its members are and define the mutual obligations that exist. By doing so, Softball Australia is better informed to provide the programs and services its various members want and need, to understand and manage the interests of stakeholders, and be better able to secure the future financial health and development of the sport.
- 1.2 In 2012, Softball Australia, in conjunction with Member States, undertook a membership review with the intent to develop a membership model that was more responsive to the needs of the sport and ensure the softball delivery model remained relevant and viable.

2 Purpose

- 2.1 The purpose of this Policy is to express the authority set out in Softball Australia's Constitution regarding membership and fees, including:
- membership types recognised by Softball Australia
 - responsibilities to, and of members, including benefits
 - procedures that support member recognition
 - who will pay a membership fee
 - when a fee is payable
 - what information is required with the payment of fees

3 Categories

As defined in Softball Australia's Constitution, section 5:

- 3.1 Member States: eight controlling bodies as Member States.
- 3.2 Life Members: Softball Australia's Member Recognition Policy sets out the criteria by which Life Membership is awarded.
- 3.3 Associate Members, types include:
- 3.3.1 Associations, eg local or district softball association affiliated with a Member State
 - 3.3.2 Providers, eg Clubs, schools, Active After-school Communities program provider
 - 3.3.3 Organisations, eg Australian University Sport



3.4 Individual Members

3.4.1 Types include On Diamond Seasonal, On Diamond Casual, and Off Diamond Individual

(a) On Diamond Seasonal

Individuals registered with a Club, Association or Member State, who are regularly involved in the conduct of seasonal games that are endorsed under the auspices of an Association, Member State or Softball Australia. This type includes participants in either a game playing or officiating capacity, such as player, coach, umpire, and statistician.

(b) On Diamond Casual

Individuals or members of a team registered with a Club, Association, Associate Member or Member State who participate in an endorsed periodic competition, event or program, which are not traditional seasonal games. These individuals are required to pay a subscription fee to Softball Australia and will have limited access to the benefits of membership. These may include, but are not limited to Softball Batter Up, OzPitch and various recreational competitions, masters' events, and weekend carnivals.

(c) Off Diamond Individual

Individuals registered with Softball Australia, Member States or Associate Members in a capacity other than those referred to in clauses 3.4.1(a) and 3.4.1(b), and include, but are not limited to, individuals in an administrative, volunteer, support or team manager capacities. These individuals are required to pay a subscription fee to Softball Australia and will have limited access to the benefits of membership.

4 Fees

4.1 Each Member State will pay to Softball Australia an annual prescribed Membership Fee as determined by the Directors from time to time. This Fee is payable on 30 July each year and the amount will be confirmed at the AGM.

4.2 Life Members are not subject to a prescribed fee.

4.3 The Associate Member is granted membership subject to the paying the prescribed fees and the Member State, Association or Club providing the required membership details.

4.4 All individual members and participants who take part in competitions, programs and events conducted by Member States and their Affiliates will pay fees, as determined in the Minutes of the relevant Annual General Meeting (**AGM**). Refer Schedule 1.

4.4.1 Only one annual subscription fee will be payable by a member in any one year.

4.4.2 Where a seasonal member qualifies under more than one membership type, the higher membership fee will be payable. For example, a currently registered seasonal fastpitch player, who is also a casual masters' event participant, is required to pay only the Softball Australia fee for fastpitch player.

4.4.3 Where a casual member qualifies under more than one casual membership type, that member is liable for the casual fee on each and subsequent occasions.



4.4.4 For members involved in summer competitions, the Member State will pay the fee in the membership declaration by 31 March.

4.4.5 For members involved in winter competitions, the Member State will pay the fee in the membership declaration by 31 October.

4.5 These fees will take effect for the season commencing after the first day of the next Financial Year, ie 1 July, following the AGM at which they are approved.

Non-payment of Fees

4.6 Member States that have not paid all Affiliation and membership fees to Softball Australia by the dates required in this Policy will be dealt with in accordance with Sections 8 and 9 of the Softball Australia Constitution.

5 Responsibilities

Softball Australia

5.1 Relevant member benefits will be provided on an annual basis or from time to time by Softball Australia. Refer Schedule 2.

5.2 Provide advice of fee

5.2.1 Within 30 days of the AGM, Softball Australia will notify Member States in writing of the individual membership and Member State affiliation fees to take effect 1 July of the next financial year.

5.3 Provide notice of membership declaration

5.3.1 One month prior to the due date, Softball Australia will notify Member States in writing of intent to request membership declaration. Softball Australia will provide Member States with a template for reporting membership declaration.

5.3.2 Two weeks prior to the due date, Softball Australia will request of Member States an estimate of membership declaration.

5.4 Provide invoice and payment options

5.4.1 Upon receipt of the membership declaration on the reporting form provided, Softball Australia will generate an invoice and forward to the respective Member States with payment options.

Members

5.5 All members must comply with Softball Australia's Constitution and policies at all times.

6 Membership Procedures

Member States

6.1 Softball Australia will affiliate a Member State, subject to:

6.1.1 The Member State continuing to meet the criteria as set out in section 5.3 of Softball Australia's Constitution.

6.1.2 Payment of Softball Australia's affiliation fees within the prescribed time.



- 6.1.3 Member States will supply the following information to Softball Australia with membership fees:
- (a) the name of each State Affiliate and softball provider
 - (b) the number and gender of seasonal and casual members:
 - Fastpitch Senior and Junior players, coaches, umpires and statisticians
 - Slowpitch Senior and Junior players, coaches, umpires and statisticians
 - Masters players, coaches, umpires and statisticians
 - Tee-Ball players, coaches, umpires and statisticians
 - Softball Batter Up participants, coaches, umpires and statisticians
 - (c) the number and gender of Off Diamond individuals in the Member State and each State Affiliate not otherwise registered to Softball Australia
 - (d) the number of non-member participants not otherwise registered to Softball Australia, who participate in competitions, events and programs in the Member State and each State Affiliate. For example, a Kids Zone participant who does not pay fees, but is recorded as a participant for reporting purposes.
- 6.2 On the Softball Australia Membership declaration, “Junior” means any player under age 16 years on 31 December in the year in which the competition commenced. Junior does not include Tee-Ball players who are reported separately.

Life Members

- 6.3 Life Members will be granted Membership, subject to:
- 6.3.1 The Life Member continuing to be recognised as a Life Member as defined in Softball Australia’s Constitution section 5.4.

Associate Members

- 6.4 Associate Members will be granted membership, subject to:
- 6.4.1 The Associate Member paying the prescribed Softball Australia fees within the prescribed time.
 - 6.4.2 The Associate Member providing the required membership details.
 - 6.4.3 The Associate Member complying with the affiliation criteria of the relevant member type.

Individual Members

- 6.5 Individual Members will be granted membership, subject to:
- 6.5.1 The individual continuing to be recognised as an Individual Member as defined in Softball Australia’s Constitution section 5.6
 - 6.5.2 The Individual Member paying the prescribed Softball Australia fees within the prescribed time.



6.5.3 The individual Member providing the required membership details.

6.6 The membership fee is payable for an annual period, with members eligible to join or renew at any time during the period, except where that membership type is casual, refer 4.4.3.

Benefits

6.7 Relevant member benefits will be provided on an annual basis or from time to time by Softball Australia. Refer Schedule 2.

7 Termination or Cessation of Membership

7.1 If at any time the member is deemed to have not complied, the Directors may terminate membership by the terms set out in Softball Australia's Constitution, sections 6 and 8.

8 Definitions

Casual means an individual who meets one of the following criteria:

- participates in an endorsed competition, event or program of Softball Australia, a Member State, or Associate Member, has limited access to the benefits of membership and is required to pay a subscription fee to Softball Australia. See Casual Member.
- participates in a competition, event or program of a provider, has no access to the benefits of membership and is not required to pay a subscription fee to Softball Australia. See Non-member participant.

Casual Member means an individual or member of a team registered with a Club, Association, Associate Member or Member State who participates in an endorsed periodic competition, event or program, which are not traditional seasonal games and has limited access to the benefits of membership and is required to pay a subscription fee to Softball Australia. These may include, but are not limited to Softball Batter Up, OzPitch and various recreational competitions, masters' events, and weekend carnivals.

Constitution means Softball Australia's Constitution.

GST means any Goods and Services Tax legally imposed on fees or other amounts payable.

Membership declaration biannual declaration of membership to Softball Australia to report membership registrations and confirm fees payable.

Non-member participant means an individual who participates in a competition, event or program of a provider, has no access to the benefits of membership and is not required to pay a subscription fee to Softball Australia. These may include, but are not limited to, Active After-school Communities program and School Sport Australia participants.

Off Diamond means a membership type for individuals who do not directly participate in the conduct of a game, program or event.

On Diamond means a membership type for individuals who directly participate in the conduct of a game, program or event.

Provider means a membership type for Member States, Associate Members or other organisations who offer an opportunity to participate in softball.



Seasonal means traditional seasonal competition provided by an association over the course of summer or winter and typically accessed through a club membership

Seasonal member means an individual who participates in a traditional seasonal competition endorsed under the auspices of an Association, Member State or Softball Australia and provided by an association over the course of summer or winter and typically accessed through a club membership.

Refer to Softball Australia's Constitution, section 5, for further clarification of:

- Associate Member
- Association
- Club
- Individual Member
- Life Member
- Member State



Schedule 1

Fees

Types		Fees Payable
Fastpitch Competitions, Programs and Events (Senior and Junior)		
Seasonal	Each player, coach, umpire and statistician	Yes
Casual	Each player, coach, umpire and statistician	Yes
Slowpitch Competitions, Programs and Events (Senior and Junior)		
Seasonal	Each player, coach, umpire and statistician	Yes
Casual	Each player, coach, umpire and statistician	Yes
Masters Competitions, Programs and Events		
Seasonal	Each player, coach, umpire and statistician	Yes
Casual	Each player, coach, umpire and statistician	Yes
Tee-Ball Competitions, Programs and Events		
Seasonal	Each player	Yes
Casual	Each player	Yes
Softball Batter Up		
Each participant		Yes
Off Diamond		
Each individual		Varies
Non-member participant		
Each player, coach, umpire and statistician		None



Schedule 2

Benefits

Member Type	Benefits
Individual	
Seasonal	Full benefits available to individuals
Casual	Limited benefits available to individuals
Off Diamond (fee paying)	Limited benefits available to individuals
Life Members	Full benefits available to individuals
Associate	
Clubs	Full benefits available to Associates
Associations	Full benefits available to Associates
Other Providers	Limited benefits available to Associates
Member States	
Recognised controlling body for the relevant State, as listed in Schedule 1 of Softball Australia's Constitution	Full benefits available to Member States and further supplementary benefits