

# Membership Policy

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## 1 Background

- 1.1 As a membership organisation, Softball Australia (**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, Sporting Schools program provider
  - 3.3.3 Organisations, eg Australian University Sport, Australian Defence Force



### 3.4 Individual Members

3.4.1 The following sets out information in relation to member types. Additional information is set out in Schedule 1 (age structure) and Schedule 2 (benefits).

**(a) Senior, Junior and Sub-Junior**

Individuals registered with a Club, Association or Member State, who are regularly involved in playing seasonal games that are endorsed under the auspices of an Association, Member State or Softball Australia.

**(b) 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, Social 7s, and various recreational competitions, masters' events, and weekend carnivals.

**(c) Official**

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 official, umpiring, scoring or coaching role. These individuals are required to pay a subscription fee to Softball Australia and will have limited access to the benefits of membership.

**(d) Off Diamond**

Individuals registered with Softball Australia, Member States or Associate Members in a capacity other than those referred to in clauses (a), (b) and (c) 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 Annual General Meeting (**AGM**).

4.2 Life Members are not subject to a prescribed fee.

4.3 The Associate Member is granted membership subject to 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 AGM. Refer Schedule 1.

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



- 4.4.2 Where a member qualifies under more than one membership type, the higher membership fee will be payable. For example, a currently registered senior player, who is also a casual masters' event participant, is required to pay only the Softball Australia fee for senior 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 invoice by 31 March.
- 4.4.5 For members involved in winter competitions, the Member State will pay the fee in the membership invoice 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 will be dealt with in accordance with Sections 8 and 9 of Softball Australia's Constitution.

## **5 Responsibilities**

### **Softball Australia**

- 5.1 Softball Australia will:
  - 5.1.1 Provide relevant member benefits on an annual basis or from time to time. Refer Schedule 2.
  - 5.1.2 Within 30 days of the AGM, notify Member States in writing of the individual membership and Member State affiliation fees to take effect 1 July of the next financial year.
  - 5.1.3 Based on confirmed membership numbers, invoice Member States.

### **Members**

- 5.2 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 must ensure that the database is kept up to date annually with the following information:
    - (a) the details of each State Affiliate, Association and Club



- (b) the details for individual members (Refer Schedule 1):
- Sub-Junior Players (any player aged 12 years or younger)
  - Junior Players (any player aged 13-17 years)
  - Senior Players (any player aged 18 or over)
  - Officials (coaches, scorers, umpires)
  - Off-Diamond (committee members and volunteers)
- (c) For Sub-Junior, Junior and Senior players the age group is determined on 31 December in the year the season commences.
- (d) Casuals must also be reported every year by 30 June. Casuals must be added to Softball Australia's database or a report submitted.

### **Life Members**

6.2 Life Members will be granted Membership, subject to:

- 6.2.1 The Life Member continuing to be recognised as a Life Member as defined in Softball Australia's Constitution section 5.4.

### **Associate Members**

6.3 Associate Members will be granted membership and receive limited benefits, subject to:

- 6.3.1 The Associate Member paying the prescribed Softball Australia fees by the due date on their invoice. Associate Members fees will be due 30 days from the date they are invoiced.
- 6.3.2 The Associate Member providing the required membership details.
- 6.3.3 The Associate Member complying with the affiliation criteria as defined in section 5.5 of Softball Australia's Constitution.

### **Individual Members**

6.4 Individual Members will be granted membership, subject to:

- 6.4.1 The individual continuing to be recognised as an Individual Member as defined in Softball Australia's Constitution section 5.6.
- 6.4.2 The Individual Member paying the prescribed Softball Australia fees within the prescribed time as set out by the affiliate state, association or club they are registered to.
- 6.4.3 The Individual Member providing the required membership details in the database.

6.5 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 clause 4.4.3.

### **Benefits**

6.6 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

<b>Casual</b>	<p>An individual who meets one of the following criteria:</p> <ul style="list-style-type: none"> <li>• Participates in an endorsed competition, event or program of Softball Australia;</li> <li>• A Member State or</li> <li>• Associate Member who has limited access to the benefits of membership and is required to pay a subscription fee to Softball Australia. See Casual Member.</li> <li>• 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.</li> </ul>
<b>Casual Member</b>	<p>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 and various recreational competitions, masters' events, and weekend carnivals.</p>
<b>Constitution</b>	Softball Australia Constitution
<b>GST</b>	Goods and Services Tax legally imposed on fees or other amounts payable.
<b>Non Member participant</b>	<p>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, Sporting Schools programs and School Sport Australia participants.</p>
<b>Off Diamond</b>	A membership type for individuals who do not directly participate in the conduct of a game, program or event.
<b>Provider</b>	A membership type for Member States and/or Territories, Associate Members or other organisations who offer an opportunity to participate in softball.
<b>Seasonal</b>	A traditional seasonal competition provided by an association over the course of summer or winter and typically accessed through a club membership





<b>Seasonal Member</b>	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.
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Refer to Softball Australia's Constitution, section 5, for further clarification of:

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



## Schedule 1

### Member types

Member Types	Age	Description	Fees Payable
Sub-Junior	12 years and younger as at December 31 in the year the season commences	Player	Yes, once per membership year
Junior	13 to 17 years as at December 31 in the year the season commences	Player, coach, umpire and statistician	Yes, once per membership year
Senior	18 years and older as at December 31 in the year the season commences	Player, coach, umpire and statistician	Yes, once per membership year
Official	14 years or older as at December 31 in the year the season commences	Non-playing, coach, umpire and statistician	Yes, once per membership year
Off-Diamond	Any	Administrator, volunteer, support of team manager	Yes, once per membership year
Casual	Any	Player, coach, umpire and statistician	Yes, on each occasion



## Schedule 2

### Benefits

Member Type	Benefits
<b>Individual</b>	
Sub-Junior	Limited benefits available to individuals
Junior	Full benefits available to individuals
Senior	Full benefits available to individuals
Official	Limited benefits available to individuals
Off-Diamond	Limited benefits available to individuals
Casual	Limited benefits available to individuals
<b>Associate</b>	
Clubs	Full benefits available to Associates
Associations	Full benefits available to Associates
Associate Members	Limited benefits available to Associates
<b>Member States</b>	
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



## Document control

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