

St. Albert Pickleball Club
Board Policies
Operational

Membership Application

Policy:

The key requirements for membership application and membership retention in the SAPC are defined by formal club by-laws, however further definition of membership application procedures and other aspects of membership administration and oversight are hereby established.

Purpose:

The intent is to add clarity to the membership by-laws and establish methods and procedures to guide the board's management of membership.

Clarification:

1. Membership application and renewal will be done through the web site.
2. Membership dues, as determined at a general meeting of the membership, will be paid by electronic transfer as per the SAPC website options.
3. Club tracking of active memberships will be possible using the online software and an audit trail of the financial transactions will occur as well.
4. The annual application form will have a statement that reads, "By applying for membership, I acknowledge that I have read, and I will adhere to the SAPC Members Code of Conduct."
5. Persons who do not have means or skills to access the website will seek out a person with online website access to apply on their behalf and pay club fees on their behalf.
6. Annual memberships can be initiated as early as April 1st of any year and covers the entire period up to April 30th of the following year.
7. Membership fees are not prorated for partial year memberships.

Approval date: September 6, 2018

Date for review: September 2022