



Ice Skating Victoria Inc. Policy Document

Affiliated to Ice Skating Australia Inc.

Club Affiliation Membership Policy

Authority	Ice Skating Victoria Inc.
Application	Ice Skating Victoria Inc. Affiliated Club Members
Related Documents	Ice Skating Victoria Inc. Constitution, Objects & Rules

POLICY OBJECTIVE

- To ensure that Ice Skating Victoria Inc. (ISV) continues to meet the membership needs of Affiliated Victorian Figure Skating Clubs on a fair and equitable basis
- To provide guidelines for application and renewal of annual club membership and affiliation to Ice Skating Victoria Inc.
- To provide guidelines on the conditions of affiliation to Ice Skating Victoria Inc.

POLICY

Obligation of Members

1. All members of the Ice Skating Victoria Inc. ("the Association"), and all other persons claiming standing as participants in the activities of a Member or of the Association are bound by the Ice Skating Victoria Inc. Constitution, Objects & Rules, and associated Policy and Guideline documents, and are subject to all decisions of the Council of the Association.
2. All affiliated clubs are required to fulfil their legal obligations under Part 3 of the Victorian Associations Incorporation Reform Act and Regulations, 2012, and subsequent amendments thereto or laws and regulations made in substitution thereof, in order to continue their membership and affiliation with the Association.

3. All Clubs or organisations that apply for Affiliation with ISV Inc., must have at the time of their application:
 - a. A minimum of ten (10) actively participating skating members who are also registered with ISV Inc. and have active financial membership
 - b. A minimum of 4 actively participating individuals on committee who contribute to the culture of skating in Victoria, including at competitions and test sessions

4. A Club or organisation that applies to be admitted as an Affiliated Club must:
 - a. Match their financial year with Ice Skating Victoria, which is currently 1st October to 30th September, and ensure that all applicants for club membership, have registered their combined Club/State membership through the ISV nominated online system, as provided by Ice Skating Victoria;
 - i. Membership numbers as allocated by ISV Inc. Memberdesq must be used when registering for tests and competitions, both local and interstate
 - b. Have objects that align with those of the Association as stated in the ISV Inc. Constitution, Objects & Rules and do all that is reasonably necessary to enable the Objects to be achieved, having regard to any legislation applicable to the Member Association;
 - c. Effectively promulgate and enforce the Constitution, rules, regulations, by-laws and policies of the Association;
 - d. At all times act for and on behalf of the interests of the Association, the members and Ice Skating;
 - e. At all times operate with and promote mutual trust and confidence between the Association and their mutual Members, promoting the economic and sporting success, strength and stability of each other and work cooperatively with each other in the pursuit of the Objects.
 - f. Within one (1) month of the end of the financial year (September 30), pay the nominated Affiliation fee as set out by ISV Inc., each year;
 - g. Register with ISV, through the ISV nominated online system, one (1) nominated delegate to ISV Council, and pay the annual registration fee, as outlined each year by the council;

- h. On the following dates forward to the Council of ISV Inc., an updated list of all financial members not currently registered online with Ice Skating Victoria:
 - i. February 1st
 - ii. June 1st
 - iii. September 1st

Please Note:

- a. The nominated delegate will have voting membership on behalf of their representative Affiliated Club.
 - b. The nominated delegate will be entitled to one (1) vote on any question arising and/or any proposal submitted for consideration at Council meetings, (whether in person or electronic).
 - c. The delegate will also have one (1) vote at General Meetings, which includes any Special Resolution put forward, along with the general selection of nominees for council positions.
5. A Club or organisation that applies to be admitted as an Affiliated Club will provide ISV Inc. with the following:
- a. A notice of the date of their Annual General Meeting, as it is released to their membership, and as stipulated in the Victorian Associations Incorporation Reform Act and Regulations, 2012, Part 3.
 - b. Within a month of the date of the relevant club AGM:
 - Forward an Affiliated Clubs Register outlining their elected Executive and Committee members containing the names, email contacts, and WWC registration numbers of all elected representatives
 - Forward a copy of the Club's current Rules, including its Constitution, and all Policies and By-laws
 - Forward the most recent Annual Return, including Auditor's Report as submitted to Consumer Affairs Victoria
6. The Affiliated Club must ensure that a delegate has been nominated to attend the monthly meetings of the ISV council, on a regular basis.
7. An Affiliated Club will notify the Secretary of the Association in writing, of any addition to, repeal of, or amendment of its Constitution, Policies or By-laws within one calendar month after such addition, repeal, or amendment takes place.

8. Affiliated Clubs may not accept as a member, any person who is in default with or indebted to any other Affiliated Club or to the Association.
9. Affiliated Clubs may not accept as committee members, persons who also hold membership of the Australian Professional Skaters Association.
10. The Association may at any time, if it considers it in the best interests of the Association, to declare that any club or organisation being an Affiliated Club shall cease to be an Affiliated Club as from a nominated date. Such action may only be taken after the Association has given the representatives of such club or organisation an opportunity of being heard before the Council of the Association, and to present such relevant written or oral representations as it may see fit to make.
11. Failure to adhere to the Ice Skating Victoria Inc. Constitution, Objects & Rules and its adjunct Policies, Regulations and Guidelines may result in the suspension of member affiliation.
12. Failure to observe all the legal requirements for an Incorporated Association as defined in the Victorian Associations Incorporation Reform Act and Regulations, 2012, or as required by Consumer Affairs Victoria or their successors and any substituted laws and or regulations, may result in the suspension of member affiliation until all requirements are met and/or rectified.

Policy Ratified: October 2011

Policy Review: June 2014