

RIVERLINK MEMBERSHIP

POLICY

Membership of Riverlink Interchange Incorporated (Riverlink) is open to persons or organisations who qualify under the Riverlink Constitution (Part II, Section 3), namely those persons or organisations who are a participants, parents, guardians or friends of a person with disability.

It is not compulsory to be a member of the association to receive support from Riverlink.

In accordance with the Riverlink Constitution (Part II, Section 9 (b)), the Management Committee sets an annual membership fee and reserves the right to review this amount. As at the 1st July 2005 the membership fee is \$5.50 GST inclusive.

PROCEDURE

At the assessment home visit the Service Coordinator will discuss membership with the participant and carer and invite them to become a member of Riverlink. Should the participant and/or carer express an interest in becoming a member, the Service Coordinator will provide them with a membership application form.

Once an application and payment has been received, it is presented to a Management Committee meeting for approval, listed in the Membership Register and a receipt is then issued to the member.

Members of Riverlink are entitled to:

- 1) Receive notice of general meetings of the association
 - 2) Vote at general meetings of the association on any motion presented. This may include acceptance of committee reports, election of office-bearers and any special resolutions put to a meeting
 - 3) Stand for election to the Management Committee
 - 4) Submit items for the agenda to be dealt with at Management Committee meetings and may request or arrange to attend the relevant Committee meeting to speak to that item and/or table a written presentation
 - 5) Request, in writing, that the Committee convene a special general meeting of the association. The requisition must be signed by not less than 5% of the total number of members
 - 6) By arrangement, attend Management Committee meetings as an observer
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- 7) Receive information on the decisions and operations of Riverlink in the form of annual reports, general newsletters and other relevant correspondence
- 8) View, by prior arrangement, the minutes of committee meetings available in a register held at the Riverlink office.

Membership renewals fall due on July 1 each year. Riverlink will issue a renewal notice to members no later than 14 days from the due date.

A member's decision to cease or not renew membership will not prejudice individuals in their future dealings with or service provision from Riverlink.

Non Members

Individuals who choose not to become members of Riverlink are entitled to the same principles and standards of service delivery as those who are members.

If a participant, carer or friend who is not a member wishes to raise a complaint concerning the management or operation of Riverlink, they are entitled to use the same complaints and appeals management process as outlined in the Riverlink Consumer Complaints policy (Ref: 2.20).

Non-members are kept informed of the decisions and operations of Riverlink through annual reports, the Riverlink website, and any other relevant correspondence.

Related Forms:

Application for Membership of Riverlink
Consumer Handbook
Constitution (2015)

Related Policies:

1.03 Management Committee
1.06 Management Committee Meetings
1.24 Incorporation Compliance Requirements
2.01 Riverlink Respite Services
2.04 Consumer Information
2.05 Service Access
2.07 Assessment and Reviews

2.20 Consumer Complaints



Ray Palmer
Executive Officer

Date : 24/06/2016

