

SDFSA By Laws

As at 25/11/20



1. Life Membership

- 1.1 Life membership is an honour bestowed on individual members whose exceptional, loyal and outstanding service and contribution has provided measurable benefit to the Federation over an extended period of time. Honorary Life Membership is recognised by the Scuba Divers Federation of SA (SDFSA) as the highest recognition that can be awarded to a member in acknowledgement of exceptional service and contribution; it should retain its prestige and not be awarded easily.
- 1.2 Each nomination will be evaluated on its merit, impact and contribution in support of the SDFSA objectives. The following criteria should be considered when evaluating the awarding of Life Membership:
 - 1.2.1 The nominee should have demonstrated an exceptional contribution beyond the ordinary for an extended period of time, which has a measurable benefit to the SDFSA.
 - 1.2.2 Minimum 15 years concurrent membership of SDFSA.
 - 1.2.3 Minimum 10 years in specific roles that contribute to the benefit of the sport; these roles may include but not be restricted to – service on the committee, coordinator roles, fund raising activities, promotional and marketing, committee and/or event coordinator roles, committee and/or event support roles.
 - 1.2.4 Has the nominee represented the SDFSA with distinction on other Committees, State organisations or departments?
 - 1.2.5 Has the nominee demonstrated attitude and demeanour that reflects dedication to the values of the SDFSA?
 - 1.2.6 Has the nominee provided valued leadership within the SDFSA and is considered a role model?
- 1.3 Achievement of the above criteria does not automatically qualify someone to receive Honorary Life Membership.
- 1.4 Individuals who have been previously nominated, but have not been previously awarded Honorary Life Membership, can be nominated again for consideration.
- 1.5 Any full or retired member can be nominated by any current full member with the nomination seconded by at least one other full member.
- 1.6 Nominations should be in writing and signed by the nominating members and passed to a member of the Executive Committee to be tabled at the next meeting. Nominations should include the nominator's reasons for putting forward the candidate with the support of favourable applications demonstrating minimum service requirements and examples meeting the criteria.
- 1.7 Life Membership cannot be nominated or supported by an immediate family member.
- 1.8 In the event that the nominee is serving on the Committee at the time of nomination, that person must recuse himself/herself from deliberation. A 75% majority of the Committee is required to formalise the nomination.
- 1.9 Benefits of Honorary Life Membership shall include full membership for life with no fees and a commemorative gift to be determined by the Committee at the time.

2. Membership fees

- 2.1. The membership fees for individual members shall be set at \$0 for the 2020/2021 financial year.
 - 2.2. Membership fees shall be waived for any organisation, club or dive shop who were financial members in the 12 months preceding 26th August 2020. Any new organisation joining shall pay a membership fee of \$25 per annum (<25 members); \$50 per annum (26+ members). Any new company joining shall pay a membership fee of \$100 per annum. Membership fees will become due 12 months from the date of the organisation/club/company paying their previous membership fee. The Membership Officer shall send a renewal reminder one month prior to expiration.
3. The Committee must appoint a Public Officer each year at the Annual General Meeting. The current Public Officer is Tony Leggatt.
 4. The Club bank accounts shall have three signatories, one of which must be the Treasurer, with the remaining being members of the Executive Committee (President, Vice President, Secretary). Current signatories are Helena Wescombe-Down (Treasurer), Andrew Hunter (President), Tony Leggatt (Vice President).
 5. All club money, either incoming or outgoing, should be transacted through the Treasurer only. All expenses must be approved for payment by the Treasurer and two other members of the Executive Committee. These payments will then be reported on in the Treasurer's report and the Committee meeting following payment. Payments will be made via Electronic Funds Transfer (EFT). Members may pay for expenses, once approved by the Committee, using their personal funds. Upon supply of the appropriate receipt this will be reimbursed via EFT by the Treasurer or his/her nominee.
 6. From time to time companies or individuals may be approached, or offer to sponsor the SDFSFA. All sponsors will be acknowledged on the SDFSFA website.
 7. Membership Officer:
The membership officer is responsible for the approval of new members, maintenance of the membership database through the website, as well as serving as a liaison for member organisations and companies. The membership officer will be appointed by, and amongst the Committee, at the first Committee meeting following the AGM.
 8. Communications Officer:
The communications officer is responsible for co-ordinating the monthly newsletter, member posts to social media and maintaining the website. The communications officer will be appointed by, and amongst the Committee, at the first Committee meeting following the AGM.