

Policy 13 – Honorarium

Preamble

There are instances when the Club wishes to conduct activities and there are no available suitably skilled or qualified personnel within the existing membership or volunteers. This may occur for example in sail training, social functions or cleaning.

This policy does not apply to persons from outside of the Club with an ABN where normal vendor invoices would apply.

It is not the intention of the Altona Yacht Club to have paid employees.

Policy Objective

Members and volunteers are the backbone of the Altona Yacht Club. This policy provides a framework for the AYC Committee where there is a shortfall in skills, qualifications or personnel in carrying out the Club's operational activities.

Importantly it provides a pathway and incentives for existing members and volunteers to gain skills and qualifications in the ongoing operations of the Club.

Policy Details

The AYC Committee at its discretion may decide by a majority of the full Committee to:

1. Encourage existing members and volunteers to train, qualify and carry out activities necessary in running the Club by:
 - a) Paying external costs necessary for members or volunteers to be skilled or qualified to carry out the Club's operational activities. Where members or volunteers take up this offer, it is expected that the member or volunteer will carry out the requisite activity for the balance of the current sailing season and for the next full sailing season.
 - b) In the season after the member has fulfilled their volunteer obligation and they continue their volunteer activity they may apply to the Committee to have their membership fees waived. The Committee will decide which volunteer activities are subject to this provision.
 - c) Paying an honorarium to Junior Members or junior member of a Family Membership where the junior member carries out the duties of a qualified volunteer. If the Junior is un-qualified, then 1 a) applies. After serving the volunteering obligations, the Junior may apply to the Committee for an

Approved by the Committee of the Altona Yacht Club Inc at Committee meeting 11 May 2023

Policy 13 – Honorarium

honorarium. The Committee will determine the amount of the honorarium if applicable.

- d) Mutual agreement between a Volunteer member and the Committee for an in-kind honorarium for carrying out volunteer activities as required by the Club. The agreed in-kind honorarium cannot exceed the value of the maximum Club membership fee. This provision will not give ongoing rights of the Volunteer against the Club except for any covered by the Club's insurances.
2. Source external personnel to carry out Club operational activities if no one is available within the Club's membership or pool of volunteers.
- a) The external person will become a new class of Club volunteer, **Volunteer (No Voting Rights)**. **Volunteer (No Voting Rights)** do not have voting rights at the Club's AGM or any other Club meetings and cannot hold office on the Club's Committee.
 - b) If applicable the **Volunteer (No Voting Rights)** will be paid an honorarium approved by a majority of the full Club Committee.
 - c) Where the activity for which the **Volunteer (No Voting Rights)** is engaged generates an income for the Club, then the revenue from the activity after the deduction of the honorarium and all other costs must be positive.
 - d) A **Volunteer (No Voting Rights)** can become a financial member or Volunteer member. If they continue the volunteer activity then their membership fees can be waived or 1 (d) may apply.