



Ballarat Little Athletics Centre

Life Membership Policy

Effective: 28th May 2025

Version 1.0



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Policy Administration

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|-------------------------------------|-------------------------------------|
| Policy Owner | Ballarat Little Athletics Committee |
| Date of Last Review | Inaugural document |
| Next Scheduled Review | Prior to May 2026 |
| Related Policies | |
| Supporting Procedures or Guidelines | |

Document Control

| Version | Number Changes and Updates | Approved by: |
|---------|--|----------------------|
| 1.0 | Document developed with information sourced from Little Athletics Victoria and centres | BLAC Committee 24-25 |
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| | | |

Definitions

- LAVic - Little Athletics Victoria
- BLAC - Ballarat Little Athletics Centre
- AGM – Annual General Meeting



Purpose

This policy aims to ensure that life membership is awarded fairly and to those who have made significant and lasting contributions to Ballarat Little Athletics Centre.

Authority

The Life Membership Policy was approved by the BLAC Committee 28th May 2025.

Effective Date

The Life Membership Policy is to take effect from 28th May 2025.

Amendments

Any amendments to this policy are to be recorded in the Document Control Sheet stating the date of adaptation and the effective date upon which any amendment is to take effect.

Publication

The BLAC Life Membership Policy in its entirety will be made available via the BLAC website and socialised to all members as part of the annual general meeting notice communication. All amendments to this policy are to be reflected on the BLAC website in a timely manner.



Introduction

Life membership is a prestigious honour awarded by Ballarat Little Athletics Centre to recognise outstanding service and contributions to the Centre. This policy outlines the criteria and process for awarding life membership.

Ballarat Little Athletics Centre recognises that **Life Membership is an honorary title** and does not confer any additional rights or privileges beyond recognition of service. However, life members who are also current parents or guardians of registered athletes retain their ability to vote at the Annual General Meeting and hold committee positions.

Criteria for Life Membership

Life membership may be awarded to individuals who have demonstrated exceptional service to the Centre.

To be eligible for life membership, a nominee must meet the following criteria:

1. Outstanding Service to the Centre:

The individual must have provided outstanding service to the Centre for a minimum of eight years, including at least five years serving on the Centre Committee (inclusive of committee, subcommittee or endorsed committee working group).

OR

2. Outstanding General Service to the Centre:

The individual must have provided outstanding general service to the Centre for a period exceeding ten years.

Nomination Process

Nominations for life membership will be called for when the notice of the Annual General Meeting (AGM) is sent out.

- Nominations must be made in writing and received no later than 14 days prior to the AGM.
- Each nomination is to be submitted on the Ballarat Little Athletics Life Member nomination form (See Appendix 1)

The Centre Committee will review all nominations and may recommend suitable candidates for life membership to be awarded at the AGM.



Bestowed Life Memberships

The following individuals have been bestowed the honour of life membership of Ballarat Little Athletics Centre, in recognition of their exceptional service and dedication to the Centre.

Shirley Goodridge (dec)

Frank Palanca

Sally Mitchell

Dick Verhey

Mark Dobbyn

Peter Muller

John Jones

Wayne Castleman

Dino Procaccino

Glenn Tyler

Helen Lee

Julie Bicknell

Shane Bicknell

In recognition of the honorary Life Membership title, Ballarat Little Athletics Centre will conduct a dedicated round within the season calendar called “Life Members Round”. Life Members will be invited to the round and recognised on the day.



Appendix 1: Life Membership Nomination Form

This form is to be completed to nominate an individual for Life Membership of the Ballarat Little Athletics Centre, in accordance with the Centre’s Life Membership Policy. Nominations must be received no later than 14 days prior to the Annual General Meeting (AGM).

Email ballarat@lavic.com.au

NOMINEE DETAILS

- Full Name of Nominee _____
- Contact Information:
 - Phone: _____
 - Email: _____
- Years of Service at the Centre: _____
- Positions Held at the Centre (if applicable): _____

NOMINATOR DETAILS

- Full Name of Nominator: _____
- Contact Information:
 - Phone: _____
 - Email: _____
- Relationship to Nominee: _____

REASONS FOR NOMINATION

Please provide a detailed description of the nominee’s contributions to the Ballarat Little Athletics Centre, highlighting how they meet the criteria for Life Membership (see policy).

Attach additional pages if necessary.

- Outstanding Service to the Centre (e.g., committee roles, specific contributions, initiatives):
 - _____
 - _____
 - _____
 - _____
 - _____
 - _____
 - _____
 - _____



- General Service to the Centre (e.g., volunteer roles, ongoing involvement, length of service):

ADDITIONAL INFORMATION

Please include any additional information that supports the nomination.

Signature of Nominator: _____

Date: _____

Completed forms should be submitted to the Ballarat Little Athletics Centre Committee. Nominations must be received in writing no later than 14 days prior to the AGM.

Email: ballarat@lavic.com.au

FOR COMMITTEE USE ONLY

- Date Nomination Received: _____
- Committee Review Date: _____
- Decision: _____