

Purpose

The purpose of this policy is to set out clear guidelines regarding the management of Member Gifts for Burnaby Velodrome Club (BVC) members.

Policy

The Burnaby Velodrome Club wishes to recognize the contributions made by members in creating and maintaining a successful track cycling community. The BVC will endeavour to recognize its members through providing subsidized access to the facility in accordance with Table 1.

Scope

This policy applies to all members in good standing at the Burnaby Velodrome Club and meet the outlined requirements in Table 1.

Definitions

BIPOC: Youth under 19 years of age that identify as a visible minority. See [BIPOC Statement](#)

BVC: Burnaby Velodrome Club

BVC Board: Individuals elected to the Board of Directors during the Annual General Meeting.

BVC Management: Individuals outside of the Board of Directors that are involved in the operational side of the BVC. This is limited to the Velodrome Manager, Track Side Manager and Digital Asset Manager.

BVC Race Team: Licensed racers that represent the BVC in national and international cycling competition. The team is comprised of members who meet the UCI definitions for Elite Men and Elite Women who have been selected by a selection committee. The BVC Race team is limited to a total of 16 individuals, with an equal split of Elite Men and Elite Women (eight of each). The BVC Race Team is permitted to be a partnership with an existing Provincial Trade Team or accredited professional team.

Coaching: The process of instructing, teaching, leading, supporting and providing constructive feedback to members and participants.

| Document Name | File Name | Date Issued | Revision | Page |
|----------------------|-----------|-------------|------------|--------|
| Policy: Member Gifts | POL-004 | 24-Nov-2021 | 2021-11-28 | 1 OF 5 |



Policy: Member Gifts

Facility: The current location of the BVC, which is within the Harry Jerome Sports Centre located at 7564 Barnet Highway Burnaby, British Columbia V5A 1E7

Lifetime: A standing membership with the BVC that is voided if the society permanently disbands, the recipient passes away or is revoked from the society in accordance with the Code of Conduct.

Member Gifts: Subsidized access that has been given to an individual from the BVC in recognition for substantial contributions to the success of the BVC.

Supporter: An individual that contributes to the successful operation of the BVC through donation of resources, materials, or money.

Volunteer: A member that contributes to the successful operation of the BVC by donation of their time without remuneration.

Requirements

1. Member Gifts outlined in Table 1 are the only offerings and are non-negotiable.
2. Member Gifts are only available to paid members in good standing.
3. The recipient of a Member Gift from the BVC who has not maintained their membership for the current year must do so prior to receiving a Member Gift.
4. Member Gifts/Discounts cannot be combined. Members will qualify for the largest gift/discount available to them.

| Category | Position | Requirement | Membership Gift/Discount |
|--------------|--|--|--|
| Casual Staff | <ul style="list-style-type: none">• Track Attendant• Coach• Head Coach• Performance Coach• Track Volunteer | <ul style="list-style-type: none">• Must work or volunteer at least 36 hrs in the last 12 months | <ul style="list-style-type: none">• 25% discount on track pass and race pass |

| Document Name | File Name | Date Issued | Revision | Page |
|----------------------|-----------|-------------|------------|--------|
| Policy: Member Gifts | POL-004 | 24-Nov-2021 | 2021-11-28 | 2 OF 5 |

Policy: Member Gifts

| | | | |
|-------------------------------------|--|---|--|
| Consistent Staff | <ul style="list-style-type: none"> Track Attendant Coach Head Coach Performance Coach Track Volunteer | <ul style="list-style-type: none"> Must work or volunteer at least 60 hrs in the last 12 months | <ul style="list-style-type: none"> 50% discount on track pass and race pass |
| Management and Media | <ul style="list-style-type: none"> Velodrome Manager Velodrome Communications Track Side Manager Digital Asset Manager | <ul style="list-style-type: none"> Must work or volunteer at least 200 hrs in the last 12 months | <ul style="list-style-type: none"> 100% discount on track pass and race pass |
| Race Team Member for Track and Road | <ul style="list-style-type: none"> BVC Race Team | <ul style="list-style-type: none"> Must have BVC solely on their race license | <ul style="list-style-type: none"> 50% discount on track pass Entry to all track events waived. |
| Race Team Member for Track only | <ul style="list-style-type: none"> BVC Race Team | <ul style="list-style-type: none"> Must have BVC on their race license Can have another team for road races | <ul style="list-style-type: none"> 25% discount on track pass Entry to all track events waived |
| BIPOC | <ul style="list-style-type: none"> Youth under 19 years of age | <ul style="list-style-type: none"> Meet BIPOC definition | <ul style="list-style-type: none"> Free 10 week program Pay membership or discretionary donation after 10 weeks Includes Race Pass and entry to all track events. |

| Document Name | File Name | Date Issued | Revision | Page |
|----------------------|-----------|-------------|------------|--------|
| Policy: Member Gifts | POL-004 | 24-Nov-2021 | 2021-11-28 | 3 OF 5 |

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|-----------------|--|---|---|
| Super Volunteer | <ul style="list-style-type: none"> Members in good standing, Excludes current board members and a grace period of 1 year after holding a board position. | <ul style="list-style-type: none"> In recognition of a long-term commitment to the success and sustainability of the BVC. Issued once every 5 years | <ul style="list-style-type: none"> Maximum offering is a Lifetime Track Pass |
| Super Supporter | <ul style="list-style-type: none"> Members in good standing, Excludes current board members and a grace period of 1 year after holding a board position. | <ul style="list-style-type: none"> In recognition of a long-term commitment to the success and sustainability of the BVC. Issued once every 5 years | <ul style="list-style-type: none"> Maximum offering is a Lifetime Track Pass |

Responsibilities

The decision-making process for selecting suitable recipients will be shared amongst the BVC Board and BVC Management. The responsibilities of each group are highlighted below.

BVC Management Team

BVC Management is responsible for collecting information related to supporting member gifts, while ensuring the Board is made aware of all nominations for Super Volunteer and Super Supporter gifts. They are also responsible for maintaining records related to the distribution of gifts to members, as well as the distribution of the gifts.

| Document Name | File Name | Date Issued | Revision | Page |
|----------------------|-----------|-------------|------------|--------|
| Policy: Member Gifts | POL-004 | 24-Nov-2021 | 2021-11-28 | 4 OF 5 |



Policy: Member Gifts

BVC Board

The BVC Board has final approval of all Super Volunteer and Super Supporter nominations. Additionally, they are responsible for announcing the recipients of Super Volunteers and Supporter gifts.

Procedure

1. Nominations for gifts must be received via mail or online form no less than 30 days prior to the AGM.
2. BVC management will review all nominees, verify nominations and distribute Member Gifts that are not within the Super Volunteer or Super Supporter categories.
3. BVC Management will send Super Volunteer and Super Supporter nominations to the BVC Board for final review and approval.
4. The BVC Board will recognize successful Super Volunteer and Super Supporter nominations through a notification to members.

| Document Name | File Name | Date Issued | Revision | Page |
|----------------------|-----------|-------------|------------|--------|
| Policy: Member Gifts | POL-004 | 24-Nov-2021 | 2021-11-28 | 5 OF 5 |