



KAUA'I PLANNING & ACTION ALLIANCE

Membership Policy

- 1.0 MEMBERSHIP. There are three categories of membership in the Kaua'i Planning & Action Alliance:
 - 1.1 General Member Organizations
 - 1.2 Honorary Members
 - 1.3 Supporting Members

- 2.0 GENERAL MEMBER ORGANIZATIONS. Organizations may complete an application form, submit their annual membership dues to join KPAA, and be classified as General Member Organizations if they are:
 - 2.1 Nonprofit or community organizations that have been in existence for over one year. Federal Internal Revenue Service nonprofit designation is not required; or
 - 2.2 Departments, divisions, branches, and/or programs of Federal, State, and County governments may apply as members.
 - 2.3 Categories of organization membership include:
 - Arts, culture, humanities, sports, recreation
 - Business and trade associations
 - Environment and animal welfare
 - Education (all ages)
 - Youth (0 to 18)
 - Health
 - Religion and spiritual development
 - Community-based organizations
 - Agriculture
 - Human services and societal benefit
 - Government
 - Communications and media

- 3.0 HONORARY MEMBERS. Honorary membership may be granted to benefactors (individuals, foundations, institutions) that have provided assistance to KPAA. The KPAA Board of Directors shall determine when Honorary Membership is to be awarded to an individual or organization. Honorary members shall have no voting rights but may participate in the activities of KPAA.

- 4.0 SUPPORTING MEMBERS. Supporting membership may be granted to an individual or business that supports the work of KPAA, completes an application

form, and submits annual membership dues. Supporting Members shall have no voting rights but may participate in the activities of KPAA.

- 5.0 ANNUAL MEMBERSHIP DUES. General Member Organizations and Supporting Members are required to pay an annual membership each year. The Board of Directors establishes the level of annual membership dues. Current fees are noted on the KPAA Membership Application form.
- 6.0 DESIGNATED REPRESENTATIVES. General Member Organizations must designate one member who will represent the organization's interest in KPAA and communicate KPAA activities and progress back to their own organization's staff and members. An alternate may be named if the designee is unable to represent the organization.
- 7.0 VOTING REPRESENTATIVES. General Member Organizations are entitled to one vote on any issue that comes before the general membership of the KPAA. The designated representative of an agency shall be the voting representative. Proxy forms will be provided in advance of a meeting where a vote will be taken, and if a voting representative is unable to attend, he/she may designate another member of the organization to participate in his/her place at that meeting. The completed proxy form must be received by the KPAA President or Secretary no later than five (5) days prior to the meeting at which a vote will be taken.
- 8.0 RESIGNATION OF MEMBERSHIP. Members may resign from the KPAA by submitting a written notice of resignation to the KPAA President or Secretary.
- 9.0 REMOVAL OF MEMBERS AND APPEAL PROCESS.
 - 9.1 REMOVAL. General Member Organizations and Supporting Members may be removed from membership in the KPAA by the affirmative vote of a simple majority of the Board of Directors. Removal may be based on failure to pay dues, not meeting membership guidelines, or for conduct detrimental to the interests of the KPAA.
 - 9.2 APPEAL PROCESS. Any General Member Organization or Supporting Member whose membership has been terminated has the right to appeal its case before the Board of Directors. The organization's designated representative shall notify the KPAA President or Chair of its desire to appeal its case before the Board and a date for the appeal will be set by KPAA. Following presentation of the appeal to the KPAA Board of Directors, the Board of Directors shall vote. The decision shall require a vote of a simple majority of the Board of Directors. The decision of the Board shall be final.