

RCAF ASSOCIATION Annual Membership Fees 2017-2018

For Renewing and Newly-enrolled Wing Regular Members and for MAL Regular Members and Transferees
(Effective with the membership year beginning 01 July 2017, and ending 30 June 2018)

A “member” voluntarily chooses to help shape the affairs of their association. Payment of fees signals the member’s continuing loyalty and passion for their association and its mission. Currently, there are two classifications of “Individual” membership in the RCAF Association: Regular and Honorary. Members also affiliated with a Wing are part of the “Regular” member classification. Members-at-Large (MAL) are “Regular” members affiliated with Headquarters. Life membership may be granted to a member from either classification, as a reward. Regular members so honoured are Honorary (Life) members, and they retain a vote. Life-time membership may be purchased to save money; a “Life-time Member” fee schedule is found below. The Associate Member Category was abolished in 2014, because conditions for membership were not consistent with new federal legislation. Wings may continue to recruit and retain Associate members as they deem necessary for Wing membership only.

RENEWING ASSOCIATION MEMBERS AFFILIATED WITH A WING or Members-at-Large (Regular):

Membership Period Covered	Wing Fee ¹	Renewal Single Member (Remit to National HQ)	Renewal Dual* Members (Remit to National HQ)	Remarks
01 July 2017 to 30 June 2018	Set and Retained by the Wing. Ask your Wing	\$49.00	\$73.00	Wing membership year is 01 July to 30 June inclusive
The Canada Not-for-Profit Corporations Act (2009) prohibits the transfer of a membership to another individual under any circumstance. A membership can only be transferred back to the (association) corporation. ¹ Any fee amount in excess to the Association fee cited, shall not be construed as part of the association membership fee. Fees set by Wings are the purview of Wings; Wing membership is in fact membership in a separate organization, especially those being provincially-incorporated business entities whose board of directors must govern their Wing’s affairs in a manner separate and distinct from the Wing executive who govern on matters relevant to the association only.				

NEWLY ENROLLED ASSOCIATION MEMBERS AFFILIATED WITH A WING or Members-at-Large (Regular):

Membership Period Covered	Wing Fee	New Single Member (Remit to National HQ)	New Dual* Members (Remit to National HQ)	Remarks
01 July 2017 to 30 June 2018	Set and Retained by the Wing. Ask your Wing	\$49.00	\$73.00	2 Years \$98; 3 years \$137; 4 years \$180; and 5 years \$210 Add \$24 per year for Dual
The Canada Not-for-Profit Corporations Act (2009) prohibits the transfer of a membership to another individual under any circumstance. A membership can only be transferred back to the (association) corporation.				

*“Dual” is a term applied to the second Regular member co-habituating with another (Regular) member, indicating there is no need to pay for or receive two magazines at the same household. In 1992 members of the association set the (second) “Dual” member rate equal to the cost of the first member less the cost of the magazine. Currently, a membership costs \$49 and the magazine costs approximately \$25 (subject to change at any time), meaning the cost of membership for a Dual member is $\$49 - \$25 = \$24$. A “Dual” member qualifies as a “Regular” member, without conditions, albeit at a discount rate, for the purposes of governance.

PRO-RATING (APPORTIONING) WING (Regular) MEMBERSHIP FEES. Should a new member join the Wing sometime after the beginning of the fiscal year (01 July), the annual association membership fee owed should be pro-rated commensurate with the number of months remaining in the current fiscal year (01 July to 30 June). The per-month fee equals \$49 divided by 12 = \$4.08. Round this number to \$4.00 and multiply it by the number of months remaining, to determine the annual dues owed by the new member. For example, if the member joins in October, there are eight (8) months remaining (not including October). Therefore, the fee will be $= 8 \times \$4 = \32 . The minimum fee payable, regardless of the time of year the member joins, will be \$25. The “Dual” rate of \$24 is not to be pro-rated.

Month	July	August	September	October	November	December	January	February	March	April	May	June
Fee	\$49	\$45	\$41	\$37	\$33	\$29	\$25	\$25	\$25	\$25	\$25	\$25

LATE FEE PAYMENT. In the event a renewing (Wing) member is late renewing her or his Association membership, a late fee payment of \$5 should be added to the annual association membership dues owed. The reason for a late fee payment has to do with cash flow. In the event a significant portion of Wing members were late renewing their membership the association may not be able to meet monthly and quarterly expenses. A late fee payment is thus an incentive to help ensure the association can meet financial obligations through the summer period. Support of the Wing membership Chairperson is critical to our financial viability. Additionally, when a member is late, and they have missed a magazine, the cost of mailing their late magazine from the Ottawa office costs almost ten times the amount it would have cost had it been on-time and mailed directly from the printer. As a consequence, late fee payments are used to cover off postage in such circumstances. Should it be necessary to mail magazines to late-renewing members, full postage and handling costs will be charged (up to \$10 for a single magazine).

MEMBERS-AT-LARGE TRANSFERRING TO A WING. Association membership annual dues paid by Single or dual Members-at-Large (MAL) transferring to a Wing should be applied in whole or in part against similar annual association dues the Wing would normally assess the individual transferring to the Wing. A balance may be owed by transferring members if their expiry date falls before the end of June of the current year. Members transferring from MAL to a Wing should be aware that additional Wing dues may be assessed, depending on the Wing to which they

are transferring. It is important to understand that a “Wing” is a separate and distinct “social club”, in the eyes of provincial legislation, and may be incorporated unto itself, and thus may require the assessment of its own membership fee. Industry Canada and our constitution prohibit the association from having any interest in or liability for the assets of a Wing, and vice-versa. All fee components, including the Wing and Association fees, are voluntary; members pay only those portions they voluntarily wish to pay. Wings are prohibited from using Wing assets (funds) to cover RCAF Association membership fees. Membership is a privilege and a benefit, not an entitlement, and is bestowed in exchange not just for a fee but also for the member’s declaration of support for the aims and objectives of the RCAF Association, and an expression of interest in shaping the affairs of their association. Choosing not to pay, or having a Wing cover your personal fee may result in forfeiture of membership. If for any reason a member decides not to live up to these or any other obligations made clear to him or her, they should understand that they may be invited to resign their membership. Membership automatically ceases on the last day (expiry date), at or before which the member is encouraged to reapply for consideration by renewing their membership dues.

ASSOCIATE MEMBERS AND *Airforce* MAGAZINE. The “Associate” classification is no longer a classification of individual members, in the association. The introduction of new federal legislation (Canada Not-for-Profit Corporations Act) in 2009 provides all classifications of members full voting rights, even for non-voting classifications. This fundamentally changed one of the conditions Regular members demanded, when the Associate (non-paying) classification was created in 1970. Should an Associate member be interested in continuing to subscribe to *Airforce* magazine after 30 June 2014, it will be necessary for the Associate member to become a Regular member. Wings, especially provincially-incorporated Wings are encouraged to establish any manner of membership classifications, to suit local purposes. “Social”, “Spousal” and “Associate” categories are all suitable and appropriate within the provincially-incorporated entity also known as a Wing. However, in no way should anyone construe membership in the RCAF Association unless they be declared a Regular member therein.

ON-LINE PAYMENTS. A new on-line membership (database) Association Management System (AMS) is available for the convenience of all members. All members can pay their association dues on-line occasionally at greatly reduced prices. The on-line database can generate invoices automatically and can e-mail the invoices/receipts to the member (if the individual member’s e-mail address is recorded on-line), thereby eliminating the need for postage and other mailing costs at the Wing level. Once paid the on-line database then automatically generates a receipt and sends that receipt to the association and to the individual member via e-mail. Presentation to the Wing of this receipt shall be viewed as proof of payment, at the Wing level. The payment of Wing fees will not be incorporated into the on-line payment process unless the Wing approves of such a practice. Members who wish to pay on-line will need to submit their e-mail address to gain access to the “Members-Only” portal on the rcafassociation.ca web-site.

TRANSFERS OF MEMBERSHIP AND THE PURPOSE OF MEMBERSHIP FEES. The Canada Not-for-Profit Corporations Act prohibits the transfer of memberships to other persons for any reason. Memberships can only be transferred back to the corporation. It is precisely because a membership fee is undertaken by someone who desires to participate in shaping the affairs of the association that the membership cannot be transferred to another person who has not made a similar expression of interest supported by payment of a membership fee. Should a surviving spouse who has not previously been a Dual member wish to become a member they should be encouraged to join the association. However, in most instances the surviving spouse will be comfortable with joining the Wing rather than the association. This is a policy and process of primary concern to the Wing.

LIFE-TIME MEMBERSHIP. Individuals can purchase a lifetime membership for the amounts shown:

- For prospective members between 40 and 55 years old, cost of a “Lifetime” Membership would be \$755;
- For prospective members between 56 and 65 years old, cost of a “Lifetime” Membership would be \$595;
- For prospective members between 66 and 75 years old, cost of a “Lifetime” Membership would be \$455;
- For prospective members 76 and 80 years old, cost of a “Lifetime” Membership would be \$315; and
- For prospective members 81 years old and older, cost of a “Lifetime” Membership would be \$215;
- Dual “Lifetime” memberships (no magazine) would be offered at the following rates, respectively:
 - \$525; \$435; \$325; \$195; and \$120;

Reimbursement of membership fees is governed by the constitution and by-laws of the association. Each request for reimbursement will be considered on a case-by-case basis, but a member’s decision to withdraw can be considered a forfeiture of fees submitted. No portion of a current year’s fee can be reimbursed, after the national executive council and/or delegates at the meeting of the association have approved the budget. The annual budget proposal for the following fiscal year is approved normally at the mid-term meeting, and delegates approve the final budget proposal during the annual or biennial general meeting.

ADMINISTRATION

Each individual update (change of address, for example) to the database can take up to 3 minutes. Updating the entire database of 6,000 members can take three months of staff person time. Consequently, up to \$11,000 in staff salary may be consumed by database updates. However, the on-line database now provides every individual member the means of updating their own information. Members are encouraged to explore their on-line portal and help save the association valuable resources. You can purchase kitshop items on-line; you can renew (pay) for your membership fees on-line; and, if you are a committee member you can hold meetings and distribute information all on-line. If you are looking for contact information for another member, please log in to your profile and use the My Directory to search for the individual yourself. This will save valuable staff time, for the benefit of all members.