

**Appita**  
**Honorary Life Membership**  
**Election Criteria**

**17 January 2000**

This paper sets out background information and proposed criteria for awarding Honorary Life Membership of Appita. The aim is to provide objective guidance for election, to replace the existing “ad hoc” basis for election.

**1. Rules**

Rule 3(7) states: “An honorary Life Member shall be a person who has given outstanding service to the Association and who is so elected on the unanimous resolution of the Executive Committee.”

**2. Background**

There is currently no formal procedure for the election of Honorary Life Members. In general, the names of Honorary Life Members elected since 1987 were suggested by the Secretary and endorsed by the Executive Committee under Rule 3(7). One New Zealand member was nominated for Honorary Life Membership by the New Zealand Section. There is currently one nomination before the Executive Committee, a member nominated by another individual member.

The process has been “ad hoc” and no formal criteria have been established.

**3. Rights of Honorary Life Members**

- Honorary Life Members enjoy the following privileges:
- The right to vote at Appita elections. The only other categories with this right are Member and the nominated representatives of Company Members and Honorary Company Members (Rule 3(8), Rule 17). Affiliate, Student, Retired and Company Representatives of Sustaining Members cannot vote.
- It is customary to invite Honorary Life Members and their partners to attend, as Appita’s guests, the Annual Dinner at Annual Conferences.
- It has been customary also to list Honorary Life Members in *Appita Journal*.
- There is a proposal currently before the Executive Committee to award a framed certificate or plaque, and possibly a lapel pin.

**4. Criteria**

**4.1 Definition of outstanding service**

A member is considered to have given outstanding service if he/she has fulfilled the criteria given below, in a voluntary capacity. Members performing service to Appita in any remunerated role are ineligible while performing service for which they are remunerated, except that the Executive Committee may, at their discretion, consider performance substantially above expectation in a remunerated role to be eligible for consideration.

**4.2 Maximum number of Honorary Life Members**

The maximum number of Honorary Life Members shall be limited to 1.2% of the individual membership at the date of election by the Executive Committee. *At current levels this would be a maximum of 16.* The Executive Committee, at their discretion, may allow the actual number of Honorary Life Members to remain below the maximum number even though there may be members eligible for election.

#### **4.3 Period of Appita Membership**

To be eligible for consideration for election to Honorary Life Membership a member must have had continuous membership of Appita for at least twenty-five years, irrespective of category of membership.

#### **4.4 Other Criteria**

To be eligible for consideration for Honorary Life Membership, a member shall score a minimum of forty points, based on service in the following roles:

<i>Activity</i>	<i>Points</i>
President	20
Executive Committee Member	4 per year or part year of service
Conference Committee Chair	10 per Conference
Section Chair	10 per election
Section Secretary/Treasurer	5 per election
Section Committee Member	1 per election
Other Committee or Special Interest Group Chair	10 per election
Other Committee or Special Interest Group Member	1 per year of Committee/Group membership
Other miscellaneous service not covered by the above	10 maximum

A recipient of the Oertel Nadebaum Award does not score additional points, as that award is made for outstanding service. However where two candidates score an equal number of points and one is an Oertel Nadebaum Award recipient, then that candidate will be deemed to have an advantage over the other.

### **5. Administration**

The process of recording eligibility in accordance with the criteria will be the responsibility of the Appita secretariat, who will note accumulated points and other eligibility criteria on the member's file. When a member fulfils the criteria his/her name will be advised to the Membership Committee, who will, after confirming the candidate eligibility, recommend the candidate to the Executive Committee for consideration for the award of Honorary Life Member.

At its last meeting each calendar year, the Executive Committee shall give due consideration to the election of Honorary Life Member(s) from the list of eligible candidates, including those from previous years, in accordance with the provisions of Rule 3(7). In its deliberations the Executive Committee may use whatever additional information it deems fit in its determination of suitability of any candidate for consideration.

### **6. Notification of Award**

The secretary will contact Honorary Life Members elect, in writing, as soon as practicable after the Executive Committee meeting at which they were so elected and shall issue an invitation to accept the award.

### **7. Form and Presentation of the Award**

The award of Honorary Life Member shall be recognised by a framed certificate, presented to each recipient at the next following Annual Meeting of the Association, or if not practicable, at the Section Meeting immediately following next Annual Meeting of the Association.