



Guidelines For the awarding of Life Membership

OVERVIEW	2
ELIGIBILITY	3
NOMINATIONS	4
CRITERIA	4
ASSESSMENT	5
BENEFITS OF LIFE MEMBERSHIP	6
RETRACTION	6
APPENDIX	7
CURRENT LIST OF LIFE MEMBERS.....	7
DOCUMENT HISTORY	7
DOCUMENT REVIEW	7

OVERVIEW

This document sets out the minimum criteria to be eligible for nomination for an award of Life Membership of Windmill Theatre Company.

Life Membership is an honour bestowed on members (past or present) who have made an outstanding contribution to the company over a significant period of time.

Life Membership is the highest Award available to recognise the exceptional contribution of individuals to Windmill Theatre Company. It is therefore only to be awarded in exceptional circumstances.

Life memberships will only be awarded to a person in respect of whom a resolution conferring life membership has been passed by the assessment panel, on the recommendation of any member of the committee or an existing Life Member, which must be seconded before it will be considered.

Life Membership of Windmill Theatre Company will be presented during the financial year in which it is awarded, with preference being to a public presentation at the conclusion of the final dress rehearsal of one of the company's productions.

A Life Member becomes entitled without payment of any monies to all privileges of a financial member of Windmill Theatre Company.

ELIGIBILITY

The nominee must have been a member of Windmill Theatre Company for no less than 10 years in total and have held a role of significance for at least 5 years. (Department Heads, Committee, etc)

Posthumous nominations for former members who meet the criteria may also be accepted.

The points to be taken into account when considering any nomination should include:

- A significant contribution to developing and improving Windmill Theatre Company
- The general attitude and overall demeanour of the nominee to ensure that the attitude is one that reflects the values of Windmill Theatre Company
- Valued leadership and good role modelling that reflects credit upon Windmill Theatre Company.

These points apply in whatever role the nominee has participated in during their service.

Achieving minimum service levels does not automatically guarantee the award of Life Membership.

NOMINATIONS

Nominations must be made and seconded by current Windmill Theatre Company committee members or existing Life Members. Nominations for consideration must be made at least twelve weeks prior to the opening night of one of the company's productions (at which a successful nomination may be awarded).

CRITERIA

The nominee has made an exceptional and outstanding contribution to Windmill Theatre Company which has enhanced its profile, and benefited its members

There is a high level of recognition from Windmill Theatre Company's Membership of the nominee's work for Windmill Theatre Company over a number of years.

ASSESSMENT

A quorum (at least 51%) of the current Committee of Windmill Theatre Company and two Life Members shall constitute the Assessment Panel. A Life Member who has nominated, or seconded a proposal for Life Membership in that year, shall be ineligible for membership of the Assessment Panel.

The panel shall meet to consider nominees for Life Membership in accordance with the above eligibility and criteria. Successful recommendations require unanimous support from the Panel and will be kept confidential until the presentation. The decision of the Assessment Panel is final.

In the case where a current Member of the Committee has been nominated, the Assessment Panel shall meet in the absence of that member. If Life Member(s) are serving on committee, they may make up the 'Life Member' component of the panel provided the number of committee members (not having attained life membership) remaining still reaches quorum.

Normally only one new life member would be inducted in any given year.

The assessment of any and all nominations must be made no less than 6 weeks before the proposed presentation.

FORMATION OF THE ASSESSMENT PANEL

The secretary of the company shall communicate to all Life Members via email a request to form an assessment panel with a due date for a response. (No response by this date will be taken as not being available). Should more than two positive responses be received, then two life members shall be randomly selected from the pool of available members.

The committee members sitting on the panel and the selected Life Members are to arrange a mutually agreeable time and location to meet and discuss the nomination.

BENEFITS OF LIFE MEMBERSHIP

- Exemption from all fees associated with Windmill Theatre Company membership*
- Listing on the official Windmill Theatre Company website and other official documents
- Status of being a member of a select group within Windmill Theatre Company
- Two Complimentary Tickets at no cost to a performance of any Windmill Theatre Company Season
- Invitation to performances, other events and benefits bestowed on VIP guests

A commemorative plaque in such form and in such terms as may be approved by the Committee shall be presented by the Company President or their delegate as determined by the committee.

*Any show fees, merchandise, show programs, audio/video recordings or memorabilia are still payable despite the status of Life Membership.

RETRACTION

Retraction of a Life Membership Award may occur where the recipient has conducted him/herself in a manner that reflects directly and adversely on the image or activities of Windmill Theatre Company.

Life Membership may be withdrawn without appeal if the Life Member acts in a manner that, in the opinion of the Windmill Theatre Company Committee in conjunction with a panel of not less than three Life Members, is not in keeping with the Principles of the company and is likely to bring the company into disrepute.

This provision will only be exercised in exceptional circumstances and will require a unanimous decision from the Windmill Theatre Company Committee in conjunction with the specially formed Life Member panel, to be enacted.

APPENDIX

Current List of Life Members

Tony Baisman
Kay Collie
Joan Crossland
Andrew Edge
Kylie Fimmel
Robert Harvey
Wilma Hooper (dec)
Merna Kidgell (dec)
Carol Looby
Keith Miller (dec)
Glenda Novotny
Mike Schimizzi
Tricia Schofield
Michael Stocks (dec)
Brian Wagstaff (dec)
Margaret Wagstaff (dec)
Vic Woof (dec)

Document History

Date	Version	Author	Changes
13/11/2018	V1.0	Sean van Geyzel	Draft for proposal to 2018/19 Committee
26/2/2019	V1.1	Sean van Geyzel	Amendments as recommended by committee
9/3/2019	V1.1		Approved for publishing unanimously by committee on 26/2/2019

Document Review

This document is to be reviewed every three years and will be next due for review before 13/11/2021.