



***Report
on
Life Memberships
&
other Club Awards***

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Revision Date: 15/07/2010

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CONTENTS

- CONTENTS 1
- STATEMENT 2
- HISTORY OF AWARDS 3
 - Life Membership 3
 - Club Member of the Year (Clubman’s Trophy). 3
 - Presidents Award. 4
 - Barry Harris Memorial Trophy 4
 - President Choice Trophy 4
 - Hard Luck Award (Far Cup). 4
- SUGGESTED NEW AWARD 5
 - BSA STAR 5
- APPLICATION FOR NOMINATION HONORARY LIFE MEMBER..... 6
 - GOALS 6
 - SELECTION CRITERIA 7
- Notes:**..... 7
- NOMINATION & ASSESSMENT PROCESS..... 8
- GENERAL CONDITIONS..... 8
- GENERAL GUIDELINES FOR THE SELECTION PROCESS 10
- APPLICATION FORM FOR NOMINATION OF AWARD 12
- FREQUENTLY ASKED QUESTIONS 14
- OBSERVATIONS 16
- RECOMMENDATIONS 17
- REFERENCES 19

STATEMENT

The BSA Motorcycle Owners Association Inc (BSA M O A Inc) major purpose as a club is to **foster the use, restoration and ownership of BSA Motorcycles**. While there is a social element to the organisation this is not a measure of the major purposes of the BSA M O A Inc. The Association has in the past recognised those who have made an outstanding contribution to the existence or effectiveness of the Association in pursuing its major purpose. The BSA M O A Inc acknowledges this through awarding the status of Awards.

Following a number of informal discussions between members on-and-off over the years in regard to Life Membership; the committee of the BSA M O A Inc created a sub-committee to look at formalising the organisations awards process and in particular, the award of Life Membership. Anecdotal evidence suggested many members considered that the constitutions' description was too narrow and that the reference to "5 years standing" was too short a period of time.

The general consensus at the time of the formation of the sub-committee was that guidelines or criteria were required in order to assist the current and future committees when reviewing an application for Life Membership.

In addition to the topic of Life Membership additional anecdotal evidence suggests that another interim award could be investigated. The additional award would be to recognise achievements of member's contributions that may not be at the sustained level to meet the requirements of Life Membership. They are however in isolation significant enough to be acknowledged by the Association as they help achieve the aims of **fostering the use, restoration and ownership of BSA Motorcycles**.

HISTORY OF AWARDS

Life Membership

In recognition to an individual's contribution to the BSA M O A Inc the organisation has from time to time conferred the award of "Life Member". This has been done on a case-by-case basis with no documented criteria or guide lines. It should be noted that the only reference that can be drawn from for the Constitution's to interpret this is:

"As a mark of the highest honour, a recommendation of the Committee may appoint any member of not less than five (5) years standing, a Life Member of the Club, in recognition of outstanding or meritorious service rendered by him or her to the Club."

This has typically been carried out with consultation and or consent of the Committee upon receipt of a nomination. Notification and awarding of the Life Membership was not confined to the AGM and has taken place at a variety of times and venues as seemed appropriate over the years.

Club Member of the Year (Clubman's Trophy).

In recognition to an individual's contribution to the BSA M O A Inc the organisation has annually since 1973 conferred the award of "Club Member of the Year" (Clubman's Trophy) the awarding of this trophy has typically been the responsibility of the Club Captain. For a great many years this was awarded to the individual that attended the most club events. The Club Captain would keep a running tally of events attended by members. At the AGM the member who had achieved the most points for attending events received this award. It should be noted that the only reference that can be drawn from the Constitution's to interpret this is:

"Club Captain is to organise club social activities and to appoint another person to so organise if unable to attend. He or she shall record all matters concerning club competitions, points scored, etc., and is required to see that all members conduct themselves in a correct and proper manner."

In more recent years, this has been awarded for reasons other than attending the most events. The selection process for this award while remaining the responsibility of the Club Captain (per the Association's rules) has typically been carried out with consultation and or consent of the Committee.

Note: If a more defined structure was re-introduced for judging attendance at club events on or with a BSA, this semi-formalised process would make an excellent measure in the assessment of a Life Membership application.

Presidents Award.

The **President Award** has been awarded from time-to-time at the AGM by the President but has fallen out of favour for a number of years. It was used to acknowledge an outstanding contribution of a member when the recipient of the **Clubman's Trophy** was selected by the number of events they attended. The selection process was at the whim of the President. There is no documented process.

Note: This informal process may provide a suitable candidate as a measure towards life membership, but while it lacks peer review it may best be left out of the equation.

Barry Harris Memorial Trophy

The **Barry Harris Memorial Trophy** has been awarded annually by the organisation at Presidents Day, typically to a motorcycle selected by popular choice with no documented process. The selection process while it is not formalised is typically done by handing out voting forms on the day to members and non members alike. The votes are tallied and award given to the motorcycle with the most votes.

Note: This award currently offerers an uncontrolled peer review. This in addition uncontrolled peer review process puts into question its suitability as a measure towards life membership.

President Choice Trophy

The **President Choice Trophy** has been awarded annually at Presidents Day by the President to whatever takes the Presidents fancy. It may, or may not be a motorcycle. The selection process being at the whim of the President has no formal process. There is no documented process.

Note: This unstructured process, and lack of peer review, puts into question its suitability as a measure towards life membership.

Hard Luck Award (Far Cup).

The **Hard Luck Award** has been awarded annually at the AGM since 1999. This is a light hearted award in recognition to individual member's unfortunate circumstances, that everyone can subsequently find amusement in after the fact. The selection of this award has typically been carried out by the Club Captain with consultation and or consent of the Committee. There is no documented process.

This unstructured process, although incorporating a form of peer review, may put into question its suitability as a measure towards life membership.

SUGGESTED NEW AWARD

BSA STAR

Description

The BSA Star may be conferred by BSA. M. O. A. Inc. on a member who has given exemplary service to Association and to BSA Motorcycles, usually over many years and often in a variety of roles and activities.

Criteria

A nominee shall have provided dedicated service to the Association over a prolonged period, most probably across a number of roles and duties, by being involved in the Association's activities on a continual basis and by the display of a high level of dedication to the BSA Motorcycles.

Eligibility

1. The BSA Star Award can be awarded to a Member of BSA. M. O. A. Inc.;
2. A person who has already received a BSA Star and has continued to serve the BSA. M. O. A. Inc in a manner which would justify them being awarded a second BSA Star is eligible.

Award

Memento/medallion
Framed citation

APPLICATION FOR NOMINATION HONORARY LIFE MEMBER

GOALS

Life membership is awarded to those who have made a significant contribution to the club. The aim is to make life membership hard to obtain so that it is respected by members and valued by recipients.

To be considered for admission to Honorary Life Membership. A person must be recognised as having made an outstanding contribution to the Association aims to foster over many years, typically 15+ :

1. **the use,**
2. **the restoration and**
3. **ownership of BSA Motorcycles**

An outstanding contribution to the BSA M O A Inc is one which:

- **results in the BSA M O A Inc being substantially, demonstrably, and**
 - **positively changed by that contribution, and**
 - **occurs over a significant period of time (at least 10 to 15 Years), and**
 - **required substantial and commendable personal input, and**
 - **events conducted by the BSA MOA Inc will generally involve a number of members; any claims relating to individual contributions require strong corroboration so as *not to denigrate the input of others* associated with the contributions, and**
 - **can be clearly documented and corroborated,**
- In order to provide some objective measurements, a points system is used as a guide to assist with the evaluation of nominations.
 - A score of over 100 points would be expected before a nomination would be submitted for consideration.
 - The point's items are aggregated under category headings of **Service & Achievements**. To demonstrate an '**Outstanding Contribution**', the applicant should have gained points in **BOTH CATEGORIES**.
 - Within the nomination an explanation in less than 600 words is to be provided to support the recommendation.

SELECTION CRITERIA

Service Details	Points	Score
Consistent member of BSA M O A INC for 15+ years.	10	
For each completed year as a member of the BSA. M. O. A. Inc. Committee.	1.0 points per year	

Achievements Details	Points	Score
Awards: BSA. M. O. A. Inc. awards for service. e.g.: Club Member of the year, Medal, etc.	10 per award	
BSA: For contributions demonstrated by the use, restoration and Ownership of BSA Motorcycles , typically over a significant period of time, e.g.10 to 15 years. (verified by the nominator/referee).	up to20*	
Major Project/Event: For being directly responsible for a major and successful BSA. M. O. A. Inc. project, which positively impacts the BSA. M. O. A. Inc. e.g. Rallies, Tours, Displays, Club functions, etc. (Verified by the nominator/referee).	up to20*	
Other Activities: For other outstanding contributions to the BSA. M. O. A. Inc (not identified in 'Major Projects/Events) that foster the use, restoration and ownership of BSA Motorcycles, typically over a significant period of time, e.g.10 to 15 years. (Verified by the nominator/referee).	up to20*	
Philanthropic: Charitable contributions to the BSA. M. O. A. Inc that foster the use, restoration and ownership of BSA Motorcycles. e.g. Charitable contributions, donations, bequest etc. (Verified by the nominator/referee).	up to20*	
Civil Award: A Civil Award for services pertaining to motorcycling with an element of the Award specifically involving BSA motorcycles. e.g. Order Of Australia, etc. (Verified by the nominator/referee).	up to20*	

Notes: * While points of 'up to 20' can be obtained in each of the different categories above. The intent is for the selection committee to allocate points appropriate to the examples provided during the nomination and review process for each application.

Total Points	
Approved by the BSA M O A INC/...../.....
Signed:	
Name	

NOMINATION & ASSESSMENT PROCESS

GENERAL CONDITIONS:

In order to maintain integrity and confidentiality in the process of assessing Life Membership and other service awards. The Application must be submitted in writing and forwarded directly to the President or Secretary of the Association. Should one of these people be the actual nominee then the nomination would be forwarded to the other person.

1. Nominations will be reviewed on an annual basis only and awards presented at the following Annual General Meeting of the Club.
2. Nominations are to be received on the prescribed form by 31 October each year.
3. Assessment and review will take place over the period 1 November to 28 February.
4. Within the recommendation an explanation of no more than 600 words is provided to support the recommendation.

A selection panel of three comprising at least one committee member, who will chair the panel, will assess nominations and present a recommendation to the committee for approval and the committee will have absolute authority to approve or decline to approve any nomination.

No discussion or correspondence will be entered into with nominators or nominees regarding the committee decision.

Nominees must meet the eligibility requirements.

Nominations must be in writing and signed by the nominators.

Each nomination must address the relevant selection criteria and provide specific information about the activities and achievements of the nominee to assist the selection panel in assessing the nomination properly.

Any two club members or individual members or a club committee can nominate an eligible Person.

The committee may also make a nomination.

Nominees must be a financial member of BSA.M.O.A. Inc

Nominees do not need to agree to be nominated. However before awards are announced the President will contact successful nominees (or their next of kin

in the case of awards being made posthumously) to confirm that the award will be accepted.

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GENERAL GUIDELINES FOR THE SELECTION PROCESS

The panel should initially assess each nomination based on the information provided and how well that information addresses the selection criteria. However the panel may request clarification or further information from the nominator or other persons.

All nominations in a category are to be assessed relative to each other as well as in relation to the selection criteria.

Events conducted by the BSA MOA Inc will generally involve a number of members; any claims relating to individual contributions require strong corroboration *so as not to denigrate the input of others* associated with the contributions.

One nomination received for a category does not mean that an award will be made automatically. It must still be assessed against the criteria and if necessary relative to previously successful nominations.

Except for club anniversary awards years of service alone is not enough to justify an award.

The criteria look primarily at how the nominee has contributed in a special way. However years of service could be taken into account when assessing the relative merits of similar nominations.

The Committee will review the nominations in accordance with the life membership criteria and vote whether they consider the person is an appropriate person for life membership. The committee may choose to appoint a sub-committee to review the nomination and act on that sub-committee's recommendation.

The Committee will ratify (or otherwise) the Sub-Committee recommendation.

Successful nominees will be advised in writing (with a copy to the nominator) by 28 February & invited to attend the AGM to collect their award.

Unsuccessful nominations will be advised back to the nominator (not the nominee) as follows:

Those who have qualified, but were unsuccessful due to the limitation on the number of awards offered, are to be eligible for an award of Outstanding Contribution & will be invited to renominate in subsequent years.

Those who have not qualified will be advised of why the application was not successful; the person can be re-nominated at a later date should the circumstances have changed.

Once the committee approves the nomination; Life Membership will be conferred upon the successful nominee at the next Annual General Meeting.

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APPLICATION FORM FOR NOMINATION OF AWARD

I, *Nominator* (BLOCK LETTERS):

Address:

.....
Being a full member of the **BSA Motorcycle Owners Association Inc**
submit for consideration an **APPLICATION FOR NOMINATION TO
HONORARY LIFE MEMBER** of the Association for

Nominee, (BLOCK LETTERS):

Address:

.....

Date of Joining BSA. M. O. A.

Civil honours:

Seconded by, (BLOCK LETTERS):.....

Address:

.....

REFEREES

List the names and addresses of two Members familiar with the nominee's work to be contacted for references (NB referees **must not** be an employer/employee or family member of the applicant):

REFEREE 1 (BLOCK LETTERS):

Address:

.....

REFEREE 2 (BLOCK LETTERS):

Address:

.....

(Attach additional pages as required)

FREQUENTLY ASKED QUESTIONS

Who can be nominated? Any member of the BSA Motorcycle Owners Association Inc can be nominated for a Life Membership award within the Association with the exclusion of:

- An employee or employee of the nominee,
- Family member from the same family membership as the nominee.

Note: Life membership is NOT automatically given to a spouse. A spouse must be nominated in their own right

How do you prepare a nomination? When filling out the nomination form, it is important to provide specific examples of how the nominee's contribution(s) has been outstanding. In addition to providing a list of appointments or positions held by the nominee, it is helpful to include examples that best show how the nominee has gone above and beyond what could be reasonably expected of someone in a similar position.

In preparing the nomination, time should be devoted to considering why you think the nominee's service and achievements are outstanding and worthy of recognition.

Nominators should be mindful that when listing an individual's contribution where they were part of a committee, team or group that they clearly identify specific examples of how the nominee contribution to the outcome of the committee, team or group. It can sometimes be difficult to distinguish between someone doing something in a committee, team or group or riding the coattails of success, of that committee, team or group. The same also needs to be considered when someone is spokesperson for a committee, team or group. A Spokesperson may be the public face but their contribution may not have been outstanding.

How are nominations assessed? The Committee of Management of the BSA Motorcycle Owners Association Inc will consider all nominations and appoint a sub-committee to make recommendations on who should receive Life Membership. A Sub-committee consists of members whose diversity means that it has a broad perspective. In considering nominations, the Committee seeks to satisfy itself that the person concerned has:

- Demonstrated by the **use, restoration and Ownership of BSA Motorcycle;**
- demonstrated achievement at a high level;
- made a contribution over and above what might be reasonably expected as member; or
- Whose voluntary contribution to the BSA Motorcycle Owners Association Inc stands out from others who may have also made a valuable contribution?

The degree and value of the contribution, rather than merely length of service, is the primary focus of consideration. The nominations will be assessed against selection criteria, and after assessing the nominations, the Committee recommends a list of recipients for approval.

Is it necessary to provide referees? Yes, the names and address of individuals who would be in a position to comment directly on the nominee's service should be provided. As a general guide, about two referees are required for each nomination.

Are nominations confidential? All nominations are strictly confidential and the information provided will be used only to assist the Committee in considering the merits of the nomination. The person being nominated should not be approached for information or advised of his or her nomination at any stage.

How long does it take for nominations to be considered? All nominations are processed in order of receipt by the Committee of Management. Following receipt, each nomination is thoroughly researched and referees are contacted. When all relevant information has been obtained, the nomination is submitted to the Committee for consideration. This process can take 12 weeks to 2 years.

Are nominators advised? Nominators not the Nominee are advised of the outcome of their nomination approximately one week prior to the official publication of the Life Membership for which the nomination was considered.

How are recipients told of their award? Recipients will be advised in writing of the offer of an award. The names of successful nominees are published in the official Journal of the BSA Motorcycle Owners Association Inc.

Memento? The Committee to decide an appropriate memento (preferably an engraved item) to be presented to Life Member(s) at a suitable time decided upon by the Committee

More information or help If you have any further questions, or require guidance in the preparation of the nomination, please call the President or Secretary.

OBSERVATIONS

Life membership is awarded to those who have made a significant contribution to the club. The aim is to make life membership hard to obtain so that it is respected by members and valued by recipients.

The BSA Motorcycle Owners Association Inc (BSA M O A INC) major purpose as a club is to **foster the use, restoration and ownership of BSA Motorcycles.**

While there is a social element to the organisation this is not a measure of the major purposes of the BSA M O A Inc. The primary role of this sub-committee was to look at the Associations' Life Membership application process but during this review it became obvious that a secondary tier award could be instated.

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RECOMMENDATIONS

The sub-committee makes the following two recommendations:

1. Selection Criteria

- 1.1. The sub-committee strongly recommends the adoption of a standard Application form “APPLICATION FOR NOMINATION OF AWARD” and “Selection Criteria” the same or in similar form as that presented in this document. This will assist future selection of Life Members using an objective technique. A Selection Criteria would also assist members in framing an application recommending someone as Honorary Life.
- 1.2. In addition to the Selection Criteria a set of Guidelines as presented or similar be adopted and made available to all members to assist members in framing an “Application for Nomination to Honorary Life Member”.
- 1.3. A List of Frequently Asked Questions (FAQ) be incorporated in the Life Membership selection process.
- 1.4. The Committee to decide an appropriate memento (preferably an engraved item) to be presented to future Life Members at a suitable time decided upon by the Committee.

2. Additional Award

- 2.1. The sub-committee strongly recommends that an additional award be instituted that recognise achievements of member’s contributions that while not at the sustained level to meet the requirements of Life Membership; are in isolation significant enough to be acknowledged by the Association. They should also be measured against the Associations aims of **fostering the use, restoration and ownership of BSA Motorcycles**. This award could be made more frequently than Life Memberships, perhaps annually at the AGM to more than one worthy recipient.
- 2.2. Nominees for this award could be assessed by the Committee on a less formal level than that of Life Membership.
- 2.3. The Committee would be required to decide an appropriate memento (preferably an engraved item) to be presented to the recipient.

The positives aspects for this type of award would be:

2.4. To provide more frequent recognition and encouragement to individuals who have strived to achieve the aims of the association of **fostering the use, restoration and ownership of BSA Motorcycles.**

2.5. The receiving of this award may go some way to build a case for future applications for Life Membership.

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