



# Membership Policy

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| VERSION             | 1.0   |
| CONTROLLER          | Co-operative Secretary  |
| DATE APPROVED BY CB | 13th April 2021   |
| DATE TO BE REVIEWED | 2022  |
| PURPOSE             | This policy provides additional details and clarification to the rules of membership set out in our Constitution in addition to the setting out the benefits of membership. |

|   |          |
|---|----------|
| <b>Definitions</b>                                      | <b>2</b> |
| <b>Types of Membership Subscription</b>                 | <b>2</b> |
| Individual Membership Subscription.                     | 2        |
| Individual Membership Concession Subscription           | 2        |
| Household Membership Subscription                       | 3        |
| <b>Applying for Membership</b>                          | <b>3</b> |
| <b>Membership Rights, Benefits and Responsibilities</b> | <b>4</b> |
| Member and Volunteer Discounts                          | 4        |
| Base Member Discount                                    | 4        |
| Volunteer Discounts                                     | 5        |
| <b>Withdrawing from the co-operative</b>                | <b>5</b> |
| <b>Re-application for Membership</b>                    | <b>5</b> |
| <b>Reporting on Membership</b>                          | <b>6</b> |
| <b>Appendix</b>   | <b>6</b> |
| Online Membership Application Form                      | 6        |
| Paper Membership Form                                   | 6        |

*Dublin Food Co-operative Society Limited (4638R)*

*M. O'Donnell (U.S.A), F. Ferraz (Portugal), K. O'Farrell, A. Jewell, R. McCaul, G. Wilentz, P. Bostrenghi (Italy), Bróna Ní Chobhthaigh*

# Definitions

*Annual Subscription* - the amount payable on an annual basis by each member as fixed by the Co-ordinating Body, from time to time.

*'Co-ordinating Body'* - the elected 'Committee of Management' or 'Board of Directors' of the Dublin Food Co-operative Society Limited.

*'Current Member'* - a member who is current with their Annual Subscription.

*'Founder Members'* - the original signatories at the registration of the co-operative

*'Graced Member'* - a member who is not current with their Annual Subscription for a period of up to twelve months, after which they are deemed to have withdrawn from the co-operative.

## Types of Membership Subscription

All members of the co-operatives are members in their own right, and each must subscribe for €1 share in the co-operative and are entitled to participate as individuals at General meetings.

Members must pay an Annual Subscription and can do so as an individual or as part of a household.

There are a number of different subscription rates that may vary from time to time.

### Individual Membership Subscription.

This is a subscription for a single individual and the current annual subscription rate is **€15 euros per annum.**

### Individual Membership Concession Subscription

This is a subscription for a single individual with a fixed income including OAP and students. The current annual individual concession subscription rate is **€10 per annum.** Members may be asked to provide proof of their entitlement to this concession.

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# Household Membership Subscription

This is a subscription for a group of up to **four** members residing at the same address and the current annual subscription rate is **€20 per annum**.

## Applying for Membership

Membership of the co-operative is open to anyone who supports our purpose, values and principles, and intends to consume goods or services provided by the co-operative.

Applications for membership can be made either through our online membership application form, or a paper application form.

Applicants must pay their initial annual subscription and subscribe for a €1 share in the co-operative.

Applications must provide the following information as part of this process in order to be entered on to our Register of Members:-

- Full Name
- Email Address
- Mailing Address

Applications may provide the following information should they wish, and can request to have it removed from our records at any time:-

- Phone number

Applicants must confirm that as a member they will abide by our Code of Conduct and other policies of the co-operative.

Applications for membership will be considered at the next Co-ordinating Body meeting.

In considering any application for membership, the Co-ordinating Body shall not discriminate against the applicant on the grounds of race, sex, political or religious beliefs, marital status or sexual orientation, physical or mental disabilities.

In the unlikely event that an application is rejected, the Co-ordinating Body is not required to give any reasons.

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# Membership Rights, Benefits and Responsibilities

Each member will be issued with a membership number and membership card, and will be entitled to all membership rights and benefits in place at that time.

In order to continue to avail of the rights and benefits of a member, they must remain current with their Annual Subscription.

The rights and benefits of membership may be suspended until their Annual Subscription has been renewed.

Members have the following rights:-

- Attend and participate at General Meetings;
- Stand for election to the Co-ordinating Body;
- Apply to join Co-ordinating Body and membership committees.

Members have the following benefits:-

- Receive members discounts in proportion to their contribution to the co-operative, at rates set by the Co-ordinating Body, from time to time;
- Access to our special order and bulk order services;
- Access to member only events;
- Access to our members' newsletter;
- Access to membership of local credit unions such as Donore Credit Union.

## Member and Volunteer Discounts

The following discounts are not aggregated, and the highest discount to which a member is entitled on any transaction is the one that will apply.

Discounts may be changed from time to time by the Co-ordinating Body.

### Base Member Discount

The base member discount is available to all Current Members of the co-operative.

It is currently set at 5% of each total purchase, inclusive of other applied discounts.

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## Volunteer Discounts

The volunteer discounts are calculated in proportion to the number of hours a member has volunteered in a given time period.

The current volunteer discounts are as follows:-

'Monthly Volunteer' - 2 hours per month @ 15%

'Fortnightly Volunteer - 2 hours per fortnight @ 18%

'Weekly Volunteer' - 2 hours per week @ 20%

'Weekly Volunteer - 4 hours per week @ 25%

'Co-ordinating Body Volunteer Discount' - @ 20%

Members are responsible for conducting themselves in a respectful, ethical and co-operative manner when shopping at the co-operative, interacting with staff members, participating at General Meetings and member events, and any other capacity as a member.

Members have agreed to abide by our Member Code of Conduct and all other policies in place. If at any time a member does not wish to abide by these policies, they may withdraw from the society.

## Withdrawing from the co-operative

A member can withdraw from the society by sending their request to the Co-operative Secretary.

A member whose annual subscription is overdue by one year will be deemed to have withdrawn from membership.

On withdrawal, a member's share will be cancelled and the amount added to the common capital of the co-operative.

## Re-application for Membership

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If an expired member re-applies for membership, they must re-apply as a new prospective member.

They will be reassigned their prior membership number, where possible.

## Reporting on Membership

The co-operative shall report the number of members in each financial year, which shall be defined as the Current Members of the co-operative on the 31st December of each respective year.

## Appendix

### Online Membership Application Form

The current online membership form can be found on our website.

### Paper Membership Form

The current paper membership form can be requested in the Shop.



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25 April 2021  
Maureen O'Donnell  
Co-ordinating Body Chair



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20 April 2021  
Sam Toland  
Co-operative Secretary

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