



Benalla Theatre Company

Life Membership Guidelines

In 2025, Benalla Theatre Company Committee approved a process for nominating and granting Life Memberships. This involves a process whereby people may nominate another person for Life Membership. This application is then assessed by the BTC Committee against the criteria set out in this document, discussing the extent to which the nominee has made an outstanding contribution to the company. If successful, the nominee will be awarded Life Membership at the next General Meeting of the Association or Special Meeting.

Points of Note:

- A maximum of two Life Memberships may be awarded each year; however, Life Memberships need not be awarded each year.
- This award exists to recognise the outstanding and sustained contribution to the past, current, and future existence of BTC. It is therefore only to be awarded under exceptional circumstances. In consideration of a Life Membership application, the nominated individual must have demonstrated significant, sustained, and high-quality service enhancing the reputation and future of the company.
- Life Membership may be awarded to an individual for a nominated period of service with a mix of associate/full membership.

Process for Nominating and Granting Life Membership:

1. The approved nomination form shall be available, at all times, on the company website.
2. The nominator must complete the form, providing a written submission addressing how the nominee meets the Life Membership criteria.
3. Best effort must be made to ensure that nominations are kept confidential to all, including the person being nominated.
4. The completed form must be provided to the BTC Secretary and/or President.
5. The BTC Secretary and/or President will table the nomination at the next Committee meeting (in the case that the nominee is a member of the Committee, a separate meeting will be called without them present) to discuss the nomination and decide whether or not Life Membership will be awarded.
6. If the sitting Committee need clarification or confirmation of years of service, they may discuss the application with other BTC Life Members and/or consult the company archives.

7. Life Memberships may be presented at either an Annual General Meeting or a Special General Meeting (whichever the sitting Committee deem most appropriate).
8. Life Members will be presented with both a Life Member Glass and Certificate.
9. Henceforth, the Life Member will receive two complimentary tickets to BTC's major productions.

Criteria for the Assessment of Life Membership Nominations:

1. The Committee of Management will reserve the honour of Life Membership for individuals who have been active members of BTC for 15 or more years (not necessarily consecutive).
2. The conduct of the nominee has, at all times, adhered to BTC's Code of Conduct and indicates a strong dedication to the company's values.
3. The nominee has, at all times, demonstrated their commitment to positive promotion of BTC, helping to further the company's aims, objectives, and vision.
4. The nominee has demonstrated outstanding service to BTC in the area of production.
5. The nominee has demonstrated outstanding commitment to the development of BTC, its assets, and its members.
6. The nominee has demonstrated strong and positive leadership and/or teamwork skills in their service of BTC.
7. The nominee has made significant contributions while holding positions on the BTC Committee, on BTC Subcommittees, on Production Teams, or in other areas of company administration (bearing in mind that merely holding these positions does not of its own mean a person has made significant contributions).
8. The nominee has, for a sustained period, participated in company activities to a greater extent than the average member.