



## **BC Community Forest Association Membership Fees Policy**

**Approved 2017**

**Updated and Approved May 2020**

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**Updated and Approved February 9 2022**

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### **Section A - Membership Fees Rates**

1. Membership fees based on \$0.12/m<sup>3</sup> are calculated on the previous calendar year's harvest.
2. Additional fixed rate of \$0.055/m<sup>3</sup> based on AAC.
3. Fees are capped at \$10,000.
4. Communities seeking a CFA pay \$250/year.
5. Associate Membership Fee: \$50 plus GST annually.
6. Supplier Membership Fee: \$500 plus GST annually.

### **Section B - Policy Details**

1. GST is charged on top of the rates listed above.
2. Should the resulting membership dues receivable exceed the funding required to support the annual budget and maintain the reserve, the board may reduce the harvest-based rate as described in Section A, #1 above.
3. Organizations that do not hold a CFA but hold other forest tenures (such as TFLs and NRFLs) and operate as community forests, will pay \$500 and, in addition, are asked to donate based on their current AAC up to a maximum of \$2,000.00.
4. Membership invoices are issued at the beginning of the BCCFA's fiscal year (April).

5. The annual membership fees are due at the time of the AGM or on the date specified on the invoice. CFA members unable to pay their full rate may pay the minimum membership fee of \$250 to remain in good standing. The outstanding balance is payable in the same fiscal year when the member can pay the balance. Payment by instalment is acceptable.
6. For first time members, fees paid before November 30th are due in full. Fees paid within the 6-month period before the start of the BCCFA's fiscal year (April) are pro-rated monthly.
7. Members pay the rates set for their category at the time they join. These dues keep them in good standing even if they are awarded a CFA in the same year.
8. Communities seeking a CFA include all invitees and applicants for a CFA prior to being awarded a license.
9. Members with newly issued CFAs will pay the base rate of \$250 for their first two years.
10. Members that are unable to pay their full dues because of unique circumstances, may apply to the board for a variance on the amount invoiced. The request for a variance must be made within 3 months upon receipt of the invoice. The member will submit their rationale for the variance and participate in a conference call between the BCCFA directors and the appropriate representatives of the member to discuss the request. The Executive Director will be charged with bringing forward a recommendation to the board for a final decision.
11. At the end of the first quarter (June 30<sup>th</sup>), BCCFA staff will reach out to all members with unpaid dues to seek payment or accommodation through a variance request.
12. If, by the end of the second quarter (September 30<sup>th</sup>), all attempts are unsuccessful, the member that fails to negotiate an acceptable accommodation will have their membership revoked.