Certificate of Appreciation & Nomination Form

Certificates of Appreciation are given in recognition of exemplary service to the Club and its members and can be awarded to an individual or to a committee.

This award will be given out when suitable candidates have been identified by the membership and their nomination has been approved by the Board of Directors.

Criteria for Nomination

Members submitting a nomination to the Board, and the Board in its deliberations will consider the following:

1. The nominee(s) should be a current member of the club in good standing.

2. At the time of nomination, the nominee(s) do not need to be a current volunteer(s).

3. Nominee(s) must be recommended to the Board by at least three (3) members in good standing.

4. A nominee's service to the club is not restricted to holding a specific volunteer position within the club. Examples of service include but are not limited to the following:

   - Serving in a specific capacity such as being a member of the Board of Directors
   - Serving in any non-Board position
   - Serving as a Committee Chair or Committee Member
   - Organizing or managing a special project on behalf of the club

2. Nominee(s) must have given exemplary service to the club, i.e. above what would normally be expected in the capacity for which they are being recognized.

5. **The fact that the Nominee has held a voluntary role and fulfilled that role well and faithfully is not in itself sufficient to warrant a recommendation for the Certificate of Appreciation. It is expected that those who accept positions within the Club will put as much of themselves into the task as their day-to-day activities will allow. It is the sum of a member's contribution that counts.**

6. There is no requirement for a minimum number of years of membership before a member can be nominated for a Certificate of Appreciation.

7. Nominators can be any member of the club in good standing.

8. The nomination must include the Nomination Form attached to this policy, and a written submission addressing, in appropriate detail, how the nominee satisfied the criteria of a Certificate of Appreciation.

9. A member can be awarded a Certificate of Appreciation multiple times.

Additional Information:

1. It is permissible to nominate, and for the Board to recognize, more than one member per season.

2. A separate nomination form is required for each nominee.

3. All nominations are to be kept confidential and to be known only by the nominators and the Board. All decisions of the Board are to be final. The Board will not provide reasons for or against its decision.

4. The Board will make its decision to approve a nomination for Certificate of Appreciation by Ordinary Resolution.

5. Recognition and presentation of award recipients will usually be made at the End of Year banquet, but may, in exceptional circumstances, be conducted at such other times and locations as deemed necessary by the Board.

Approved by the Board of Directors, February 13, 2024

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Pursuant to the Policies and Procedures of the Etobicoke Camera Club, the following member is being nominated for consideration for a Certificate of Appreciation.

Name of Nominee: _____

Nominee has been a member of ECC from the year: _____

Nominee has served as a volunteer for ECC from the year: _____

On a separate page(s), provide detailed information of the following:

- In the words of the nominators, describe the nominee's suitability for a Certificate of Appreciation pursuant to the criteria outlined in the policy.
- List volunteer positions that the nominee has held including the respective start and end dates. To the best of your ability, list special projects, events or Committees the nominee has been involved in, including start and end dates. Indicate if the nominee was a chair, committee or Board member.

List any supporting documents or attachments to this nomination?

1.

2.

3.

4.

5.

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The following three (3) members, submit this nominee to the Board of ECC for consideration for the Dorothy Lynch Award			
	Nominating Member Name	Date	Signature
1.			
2.			
3.			
Submitted to the Board on the _____ day of _____, 20_____			

After careful consideration and review, the Board of Directors of the Etobicoke Camera Club has by Ordinary Resolution:

□ Approved this nominee □ Not approved this nominee

Dated the _____ day of _____, 20_____.

_____ _____

Name of Club President (print) Signature

_____ _____

Name of Club Secretary (print) Signature

If approved, the nominee was presented with a Certificate of Appreciation on:

_____ day of _____, 20_____.