**Report of the BoFEP Membership Committee**

20-10-2021

Chief Hugh Akagi & Brontë Thomas

This report is directed to the BoFEP Management and Steering Committees (SC), and if accepted, it will be sent to the wider BoFEP membership.

BoFEP has been debating the details of membership for some time. It is now critical that it be formalized as the incoming monies, previously collected at some of the biennial BoFEP Bay of Fundy workshops, are needed to maintain the core functions of the organization. Lately, we have solicited annual membership fees only at our AGM, with limited success - only a few attendees and SC members have paid it, for themselves and/or for their organization. Hence, to stay solvent, we need to formalize the membership process, as any organization would do.

Our records indicate that in 2021, to date, BoFEP has twenty-six paid members, with eight of them being organizational memberships. A trend of unpaid membership fees has been consistent over the past several years, and is likely to have considerable impacts on BoFEP’s revenue as a non-profit virtual institute.

**BOFEP MEMBERSHIP**

For 2020 onwards, BoFEP dues are $25 for individual membership and $100 organizational membership. Additional donations from members are welcomed, indeed encouraged. All paying members, organizations and donors will be acknowledged and receipts provided as required.

Dues are paid for the calendar year. Hence, annual membership for 2021 will expire in December 31st, and for the next year (2022) can be renewed prior to or in January 2022. The Membership Form (attached) and payment for 2022, if not already paid, should be sent to the Treasurer at your earliest convenience. A receipt will be issued by the Treasurer to each member, by email.

If you have already paid for 2021 or 2022, or are just now processing your membership, we thank you for your continued support and interest in BoFEP’s mission.

A request by the Secretariat for annual membership payment will be made at each AGM, as well as in the November to January period. Reminders will be sent out only once, early in the new year.

**Annual Membership Application 2022**

***Joining & Supporting the Bay of Fundy Ecosystem Partnership***

BoFEP is open to all interested citizens and groups who share its vision for protecting, conserving and sustainably using the Bay of Fundy ecosystem. As a non-profit, volunteer organization, we rely upon membership dues and donations from individuals and organizations to operate our core activities and programs.

Members are the heart of our organization. Membership is open to any individual or representative of an organization that supports BOFEP’s core mission.

**Benefits of becoming a BoFEP Member:**

* Periodic emailing of Fundy Issues Fact Sheets and other BoFEP publications, including the quarterly electronic newsletter “Fundy Tidings”
* A vote at our Annual General Meeting (organizations are entitled to ONE voting representative)
* Opportunity to join the BoFEP Steering Committee
* Opportunity to join the BoFEP Management Committee
* Knowledge that you are contributing to the efforts to sustain the Bay of Fundy as a healthy, productive ecosystem

***Membership Categories*** *(Please check one)*

􀂉 Individual membership ($25)

􀂉 Organizational membership (e.g. non-profit group, government agency) ($100)

􀂉 I wish to make an additional donation to BoFEP of $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Contact Information:**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Mailing address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Please mail your membership form with a cheque (in Canadian dollars) made out to

**“Bay of Fundy Ecosystem Partnership Inc.”** to the following address:

Bay of Fundy Ecosystem Partnership  
PO Box 3062, Tantallon, NS B3Z 4G9

Membership dues are for the current calendar year. A receipt will be issued as soon as your dues are received. Unfortunately, your contributions are currently not tax deductible.

**Many thanks again for your continued support of BoFEP**

**BOFEP MEMBERSHIP- RECOMMENDATIONS**

It remains an issue that many members that sit on the BoFEP Steering Committee have not paid their annual membership dues. When speaking with committee members, it has been strongly indicated that method of payment is a considerable barrier to getting their dues paid annually. Many committee members have suggested that a digital form of payment for membership fees would make the process a lot more convenient and manageable for them. It is therefore strongly recommended by the BoFEP membership committee, that BOFEP increase its infrastructure to allow online forms of payment, rather than cash or cheque only.

It is also recommended by the membership committee that all new BoFEP members receive a welcome email. The purpose of this email is to welcome all new members to the organization, provide helpful links and information, and start a line of open communication between participants and BoFEP from day one. Membership committee has provided a suggested template for the welcome email, with a recommendation that it is sent to new members by the BoFEP secretariat.

Cc Attachments- BoFEP Membership Welcome

**RECOMMENDED WELCOME EMAIL TO NEW BOFEP SC**

Hello Steering Committee Member,

The Bay of Fundy Ecosystem Partnership (BoFEP) management committee would like to welcome and congratulate you on your membership with BoFEP. As a paid member of BoFEP, you receive the following benefits:

* Periodic emailing of Fundy Issues Fact Sheets & other BoFEP publications.
* Quarterly electronic newsletter “Fundy Tidings”.
* Opportunity to participate in a variety of BoFEP activities & workshops.
* Opportunity to join the BoFEP Steering Committee.
* A vote at the Annual General Meeting.
* Knowledge that you are contributing to the efforts to sustain the Bay of Fundy as a healthy, & productive ecosystem.

The Bay of Fundy Ecosystem Partnership is a virtual Institute, open to both individuals and groups who are interested in the wellbeing of the Bay of Fundy. It is our goal to promote the integrity, vitality, biodiversity and productivity of the Bay of Fundy ecosystem, and to protect the social well-being and economic sustainability of its coastal communities. We strive to facilitate communication and co-operation among individuals and organizations interested in understanding, sustainably using and conserving the resources and unique ecology of the Bay of Fundy.

If you’re looking for more information on BoFEP, please refer to our website:

* [http://www.bofep.org/wpbofep/](about:blank)

If you have any further questions, do not hesitate to reach out to the BoFEP secretariat Brontë Thomas at: nomehs@qonaskamkuk.com

Warmest,

BoFEP Management Committee