GVWG Award of Appreciation – Terms of Reference

There are people within any group that by their actions, leadership, guidance or hard work, significantly define the group. They are the ones without whom the group would undoubtedly be different. They are the ones whose contributions shape the group, give it direction, purpose, and richness. This award is intended to honour those people by:

- Recognizing them publicly at a regular meeting,
- Presenting them with an appropriate framed certificate,
- Making them a lifetime member of the GVWG.

Awareness and Eligibility

Any member in good standing may be nominated for this award. The existence of the award will be announced to the membership periodically so everyone understands how it is managed. A nomination form (see below) will be available at all times on the GVWG website.

Nomination Process

Nomination forms must be signed by at least five members-in-good-standing and then forwarded to the Secretary for consideration by the currently sitting Board.

Evaluation Process

The Board will consider each nomination and deliver an answer to the nominators in a timely manner. To be approved 80% of the Board members must agree with the nomination. The following criteria will be used:

- In order to be given this award the contribution must be truly outstanding. For this reason the award is unlikely to be presented very often;
- Doing a good job is not enough to merit this award. The contribution must, in some way, have helped to shape the Guild;
- Long service (more than 10 years) may be considered as appropriate contribution for this award;

Presentation Ceremony

The Board will appoint a member to deliver the commendation and award at a regular Guild meeting. The commendation should include (but not be limited to) the reasons given in the nomination form.

GVWG Outstanding Contribution Award

~ Nomination Form ~

This form is to be used to nominate someone for the GVWG Outstanding Contribution Award. It should be completed and signed by no less than five (5) members-in-good-standing of the Greater Vancouver Woodturners Guild and then delivered to the Secretary of the Guild for consideration. The current GVWG Board will review the nomination as soon as possible and those who have signed this form will be informed of the decision of the Board promptly.

The Board will use the following guidelines to determine if the award should be given:

- In order to be given this award the contribution must be truly outstanding. For this reason the award is unlikely to be awarded very often;
- Doing a good job is not enough to merit this award. The contribution must, in some way, have helped to shape the Guild;
- Long service (more than 10 years) may be considered as appropriate contribution for this award;

Date:_____

We wish to nominate _____ to receive the GVWG Outstanding Contribution Award.

Reasons for the nomination (additional material may be added as required):

_____

_____

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Signed:

	Name (printed)	Telephone	Signature
1			
2			
3			
4			
5			