



Protocol for the Ann Craig Award

Ann Craig Award

The Ann Craig Award is a prestigious Karilee Calisthenics Inc. award that can be awarded to a nominated existing life member who continues to give outstanding service to the club.

1. Any person is eligible to submit a nomination for the Ann Craig Award to Karilee, where in their opinion the nominee meets the criteria set by the Karilee committee.
 - a. A nomination must be submitted on the Karilee Ann Craig Award Nomination Form.
 - b. The nomination must include all the requested contact details, statements relating to the criteria, details of years of service and a written summary for the nominee.
 - c. Incomplete forms will be returned to the nominator; they can be resubmitted with the missing information completed.
 - d. Nominations are to be emailed to the Secretary (or the President if the Secretary is being nominated) and must be received by the due date if they are to be considered for that calendar year.
 - e. There is no requirement for a nomination to be seconded prior to it being submitted.
2. When a nomination is received, the Secretary (or President) is required to acknowledge receipt of the nomination.
3. At the next Committee Meeting, the President is to establish a Panel, of at least three committee members where at least one is an executive member, to evaluate all validly submitted nominations for the Ann Craig Award. Any committee member who puts forward a nomination is ineligible to be appointed to the Panel.
4. The appointed Panel is empowered to bestow the Ann Craig Award upon any eligible nominated person who in the opinion of the majority of the Panel has continues to render outstanding service to the Club for many years.
5. An appointed panel member is authorised to organise an engraved crystal vase and summary of service, so it is ready to be presented to the newly appointed recipient of the Ann Craig Award.
6. Presentation of the Ann Craig Award should take place at the Karilee End of Year Activity. If the recipient is unable to attend, presentation may be deferred to the Karilee Solo Comp (or another official club event if required).
7. An appointed panel member should notify the nominator of the decision of the Panel:
 - a. If the nomination is successful, the nominator is to be notified and asked to arrange for the nominee to attend the award presentation, without letting the nominee know that they are to be presented with the Ann Craig Award, if possible.
 - b. If the nomination is unsuccessful, the nominator is to be notified and given the explanation agreed to by the Panel for the appointment not being approved.
8. Nominations are to be kept confidential until officially presented to protect the privacy of nominee.
9. As Life Members, Ann Craig Award recipient have the right to have a voice at any club meeting: This permits contribution to discussions and ability to express opinions at any club meeting for consideration.
10. As Life Members, Ann Craig Award recipients have the right to vote at any General Meeting including the Annual General Meeting, but not the right to vote at any ordinary committee meetings.
11. As Life Members, Ann Craig Award recipients are entitled to have free admission to any function organised by the Club where free admission is approved by the Committee. This will usually include free admission to the Karilee Solo Competition and the Karilee End of Year Activity.
12. The Ann Craig Award does not entitle a recipient to discounted registration fees or tuition.