

Southwell Lawn Tennis Club - Role of Membership Sec.

- 1) to be the main contact for the Club in dealing with membership applications and renewals
- 2) to keep accurate records of membership numbers and details of addresses, in accordance with the procedures of the Club and any relevant legislation
- 3) to pass any income derived from membership subscriptions to the Club accounts in accordance with the Treasurer's requirements
- 4) to advise the committee on any actions or proposals which would improve the membership-related finance or profile or which would safeguard the Club's interests with regard to attracting or retaining membership
- 5) to attend the committee meetings and to contribute to the running of the Club, and to promote the objects of the Club as defined in the constitution