

Position: Membership

- Collect membership dues for EGV and ensure EAC portion is submitted to EAC Membership Director.
- Print and distribute EAC membership cards.
- Maintain and publish membership records in accordance with the laws of the Province of British Columbia; include date of joining
- Pass monies to Treasurer.
- Advise EAC Membership Director and Newsletter Editor of new members and any changes of name, address, etc.
- Keep an attendance record for all evening meetings.
- Conduct the name tag draw for the evening meetings.

July/August: Send list to EAC by Aug 1.
Advise Treasurer of amount to send EAC for dues.

September: Submit membership list to Newsletter editor for publication in Flying Needle

ONGOING TASKS

Have current membership lists available to members as requested

Update membership information in Flying Needle

Process membership and collect dues from new members. Advise Treasurer of amount to send EAC for dues.