



Task Description – Committee Member

Introduction:

The Committee has all the powers of the Club, unless the Committees' power is limited by these rules, or by a majority decision of the Club.

Members of the Committee shall serve on a voluntary basis and any expenses incurred in the course of the Clubs' business shall be reimbursed only if authorised by the Committee.

The Committee will set the Rules and Criteria for all Internal Competitions and will appoint one of more Competition Secretaries.

The Committee may appoint one or more Masters of Ceremony who will lead regular Club Meetings.

Tasks:

- Attend and contribute to monthly Committee meetings
- Administer, manage and control the Club.
- Carry out the purposes of the Club and use money or other assets to do that.
- Manage the Club's bank accounts.
- Decide how a person becomes a Member, and how a person stops being a Member
- Decide the times and dates for Meetings and set the agenda for Meetings.
- Decide the procedures for dealing with complaints.
- Recommend Membership fees.
- Make regulations.