

BCCA MEMBERSHIP COMMITTEE RESPONSIBILITIES

Purpose

To assist the treasurer and corresponding secretary with dues notices and to mail hard copies of Board notifications, including the Bagpipes and other notices to members who have no access to email.

Duties of the Committee Chair

1. Remind members through the BCCA mail service in mid June that dues are due by July 1 and that after that date a \$5 fee will be added.
2. Notify members who have not paid their dues by August 15th that their membership will expire on September 1st.
3. Determine with the help of the corresponding secretary which members have requested hard copies of club information and to mail these items in a timely fashion.
4. Be well-versed in all standing rules that apply to this position.
5. Attend the AGM of the BCCA if possible.

Committee Yearly Work Plan

Activities	Date to Be Accomplished	Person(s) Responsible
Send out through email or regular mail notifications that dues must be paid by July 1 to avoid a \$5 penalty.	June 15th	Chair
Notify members who have not paid their dues that their membership will expire Sept. 1	August 15th	Chair
Prepare labels and mail hard copies as requested by members	Monthly	Chair
Prepare information for the Thirty Year Club Award	Yearly	Chair
Attend the AGM	September/October	Chair

Applicable Standing Rules

4.3	Dues
4.3.1	<p>Notices will be sent to current members via email by June 1st of each year. Annual membership dues are established as follows:</p> <ul style="list-style-type: none"> • Single Membership \$25 • Joint Membership \$30 • Associate Single Membership \$25 • Associate Joint Membership \$30. 03/87-03, 07/91-01
4.3.2	<p>Delinquent Dues. If dues are paid after July 1, but on or before August 31, a penalty of \$5 shall be assessed. The treasurer or designee will send an email notice to delinquent members by August 15th. If dues remain unpaid after August 31, the membership is terminated and an application for a new membership may be submitted. 04/90-05, 03/91-02, 02/95-12, 05/97-06, 11/09-01,</p>
4.7.2	<p>A Thirty Year Club Award is given to members who have maintained continuous membership in the BCCA for thirty years. 10/09-09, 12/14</p>