



Owen Roe O'Neill's SAC Leckpatrick



CLÁRAITHEOIR / REGISTRAR

1. To keep the register of Club membership up to date and available for viewing at Club Committee meetings
2. To ensure all relevant details as provided by members is entered into Club Membership Database
3. To arrange for the collection of Club membership fees within the specified time period
4. To issue receipts for all membership fees received
5. To provide enrolment forms to intending new members and seek approval for these at the subsequent committee meeting
6. To keep the Committee informed of potential new members that come to live or work in the Club catchment area and seek guidance on possible enrolment of these.
7. To order and issue Club membership cards to paid up Club members
8. To work with the Club Secretary to ensure that all members are adequately notified of Club events and of the Club AGM
9. To seek to develop the payment of membership through Direct Debit or Standing Order

