

## MEMBERSHIP SECRETARY – REPORT 28 APRIL 2011

### RENEWAL INVITATIONS

The core task for the Membership Secretary is to invite members and clubs to renew their subscriptions. By using a combination of email and letters, every effort is made to collect subscriptions. Repeated invitations are sent out at monthly intervals until either payment is received or the member cancels membership.

Last year's report mentioned that clubs who were late payers for the Richardson etc would continue to delay payment as long as possible until such time as the rules are changed to "no pay, no play". Unfortunately this lateness continues to be attractive to some; one club has still not paid its entry for the Richardson.

### WEBSITE UPDATES

A number of website pages are kept up to date as promptly as possible, they include:-

- List of members
- List of coaches, arbiters and chaperons
- List of clubs
- Calendar of events

### LIST OF CONGRESS ENTRANTS

An innovation has been to offer a service to congresses to have their list of entrants published on the CS website in advance of the event. This has been a generally well received facility appreciated both by congress organisers and players alike. Development of the website will enable congresses to create their own lists without involving the Membership Secretary.

### PVG (Protection of Vulnerable Groups)

Steve Mannion has the lead responsibility with assistance from the Membership Secretary (both have attended training and have been reading the associated documentation to enable Chess Scotland to operate within the new scheme). A certain amount of information has been published through the noticeboard.

### PLAYER OF THE YEAR

Nominations and voting for the POY is under way. As with membership renewal invitations, email is used as far as possible in order to reduce costs.

### COMMUNICATION WITH MEMBERS

The noticeboard is being used with monthly updates of membership etc statistics.