

Manifesto John Swale

I am standing for Secretary again for two main reasons. Firstly, while there has been a lot of progress in getting the club operating more efficiently there are some items that still need to be completed. Secondly, I will ensure that procedures are in place and documented so that whoever takes over the roles next year will have a solid framework for the task.

The Secretary has a legal responsibility for the membership records. The new CiviCRM system provides the basis for this process. I will continue developing reporting processes and the use of the mailout system for all mailings to members. This automatically ensures the lists are always current.

The QR Code Scanner system at Moorabbin records members attending the SIGs. I am involved in a second, portable, system for the 10 eastern SIGs and extending this to other groups.

Other projects to be completed are record retention rules and improving the filing systems, paper and electronic, to improve efficiency.

Finally, I will have a team to review and update the Rules to make them more relevant to the way the club is going to operate in the future.