

4.1.3 Getting Information to Members



Newsletters

Responsibility

It is the responsibility of the committee to nominate a person to prepare the newsletter for the following month.

Frequency

It is hoped that we will be able to send a Newsletter at the beginning of each month.

Distribution of Newsletters

Newsletters are electronically distributed to all members, friends and family who have provided email addresses. 1 copy of each newsletter is also posted on the club notice boards and posted on the Club website.

Examples of previous Newsletters are attached

Website

www.clarkstonbtc.org.uk

Responsibility

The CB&TC management committee are responsible for appointing somebody to update and maintain the club website. Currently this is being undertaken by Josh Hahn.

Updating

Members are encouraged to send all items of news for inclusion within the Club Website via the club email address Clarkston

Frequency of Update

It is the intention of the club to update the news & diary sections of the website on an almost daily basis. It is recognised that by providing a constant stream of information members are more likely to make daily use of the website and feel more connected with the club they have joined.

Noticeboards

There are a number of noticeboards in the tennis section which provided information on all competition, social and general club information