

**TITLE:** Membership Director

**POLICY NUMBER:** 102

<p><b>CATEGORY:</b> Board of Directors</p> <p><b>DATE OF ADOPTION:</b> 6-10-19</p>	<p>Board Secretary's Affirmation of Official Board Action Adopting This Policy</p> <p><i>Madelaine D. Yannaccone</i></p> <hr/> <p>Secretary</p>
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**Objective:**

To ensure the continued health and vitality of the VAT, current members need to be retained and new members need to be recruited on an ongoing basis.

**Policy:**

There shall be a Director, who is not an Officer of the corporation, who will serve as **Membership Director**.

**Procedure:**

Whenever there is a vacancy, the VAT Board shall appoint by majority vote a **Membership Director**, who is not an Officer of the corporation.

The **Membership Director** provides all membership related activities required by the Board. The primary goal of the Membership Director is to maintain and grow VAT membership. Responsibilities include but may not be limited to:

- i. Developing programs to maintain and grow the organization.
- ii. Determining areas of interest of new members and helping them to identify appropriate positions within the VAT.
- iii. Tracking VAT membership numbers.
- iv. Soliciting new members at the Villages New Residents Orientation.
- v. Welcoming visitors to VAT Social Meetings, introducing them and making them feel welcome.
- vi. Maintaining the membership database and providing the Treasurer and Marketing Director with updates in digital form as required.
- vii. Updating the membership application and other membership materials as needed.