



Brighton Bayside Life Activities Club Inc
PO Box 1063 , Hampton North 3188
Certificate of Incorporation A0052341G

GUIDE FOR NEW MEMBERS

YOUR MEMBERSHIP

When joining BBLAC you are also becoming a member of LACV – Life activities clubs of Victoria. As such you have insurance cover when participating in club activities. You can belong to a second LAC for a reduced membership fee.

The rest of your membership covers club running costs.

YOUR MEMBERSHIP INFORMATION

Your membership information is maintained on a database called Revsport. After the club membership secretary enters your data you will receive a welcome email from Revsport. You will also be offered an ID and temporary password by which you can log in and then activate a permanent password of your choice. Using this password you can view your membership information and when necessary update it yourself eg change of email address. Activating your own password is encouraged although optional.

However, if you don't, **you will need to remember to notify the membership secretary asap (membership@lifebrightonbayside.org.au) if any of your details change.**

CLUB COMMUNICATION

Our website at lifebrightonbayside.org.au is updated regularly with club information. Details of each of the 30 plus activities currently run by club volunteers can be found in “BBLAC activities program” together with contact details of the convenors. Please note the last page of the activities program is NOT available on the website as it contains some sensitive information. This page is, however, included with the activities program emailed to all paid-up members. This document is updated quarterly and sent as a Global Email. If a hard copy is required a request must be made in writing to the membership secretary.

Most activities have a convenor and a co-convenor. The convenors are always happy to hear from anyone who is interested in their activity.

Global emails are used to keep members informed of current activities and any changes which may need to be made to previously advertised activities.

If you wish to contact the committee for any reason please email the secretary, secretarybblac@gmail.com or phone 0438 100 807.

If you have any ideas for a new activity group or would be interested in assisting the convenor of an existing group also contact the secretary – BBLAC depends on member participation to function.

CLUB ETIQUETTE

To ensure the smooth functioning of the Club and the various activities organised by Convenors, we have established an etiquette with suggestions for members to follow.

Make yourself known to the Convenor of any activity you attend for the first time. The Convenor will introduce you to other members of the group. The badges of New Club Members will have a red-spot sticker on the corner. The new member will peel this sticker off when they feel comfortably assimilated into our Club. There is no time scale involved here.

Where activities are held in a private home and money is collected for supper, an appropriate amount to contribute is usually \$2.00 per person. Convenors should have provided a bowl on the table for your contribution. The hosts should accept the gift graciously.

At venues where food, drink or other individual purchases are made, charges for perceived extras (corkage, water, etc) will be explained to you by the Convenor beforehand. The Convenor for the activity will appoint Table Captains, one person to reconcile the accounts presented by the venue. The BBLAC etiquette is not to leave the table before your Table Captain has reconciled the account. If you do wish to leave a meal early, it would be polite to inform the Convenor on arrival or before if possible.

There are activities which involve some costs before the date of the event i.e. Friends for Dinner, Getaways, Brighton Theatre Company etc. 'No shows' who have booked for events which incur a cost will be required to pay in full. On many occasions the earlier the Convenor is made aware of a member's inability to attend the easier it is to find a replacement in which in case nobody is out of pocket.

Our Club has always tried to arrange car pooling where it is requested. On occasions when we travel further afield, Getaways, Lunch in the Country, Saturday Walks etc, and transport is provided by another member, a contribution towards the transport cost should be offered. A minimum of \$5.00 is suggested. The Host should accept the gift graciously.

In Case of Emergency

When taking part in a BBLAC organised activity you should carry with you, **at all times**, details of your personal and medical details filled out on a clearly readable form – your ICE card – in case of an emergency. A standard form can be downloaded from the website under "Become a Member".

AND NOW YOU ARE A MEMBER !

It's your club so support it as much as you can – it's the members that keep it going. If you have a particular interest that's not already covered the committee would love to hear from you!

Also, don't forget to tell your friends to check out our website at **lifebrightonbayside.org.au**