**Membership Director (Mike Hopkins) Report for AGM – October 16, 2016**

Membership Director activities during 2016 included the following:

* 1. Advertising in Burnaby Now and Burnaby Parks & Leisure Guide
  2. Prepared advertising for Burnaby Open
  3. Contacted Tourism Burnaby to include Burnaby Open on their website
  4. Provided advertising budget info to Lawrence for inclusion in overall BTC budget
  5. Contributed to development of rules on Rules Committee
  6. Attended and contributed to Board meeting discussions
  7. Helped develop summer membership rates and advertising
  8. Prepared membership letter, rules/info brochure and renewal form
  9. Helped to determine membership rates
  10. Reviewed other tennis clubs guest fees to determine BTC guest fee
  11. Reviewed other clubs membership categories in setting BTC categories
  12. Reviewed other clubs membership rates to compare to BTC rates
  13. Helped test SportyHQ and Jegysoft booking systems
  14. Attended Burnaby Volunteer Recognition Night to represent BTC
  15. Contacted summer-only members to encourage them to become full members and offered discount equal to summer-only membership
  16. Worked with Bev and Glenn to develop a Skills Night (didn’t get enough people but will try again)
  17. Provided membership category updates in BTC Board meetings