

VIEW National Office

MEMORANDUM

To: VIEW Club Committees & Members
From: **National President**
Date: 18 June 2015
Re: **Communication –
Committees & Member**



It has been brought to the attention of VIEW National Executive that information forwarded from National Office is not always being communicated from the club committee to club members.

The correspondence is often being discussed at club committee level only. All information is expected to be passed on to members by the Secretary and is a way of keeping members interested, informed and up to date about what is happening in our organisation.

Club Secretaries should also ensure that all information received in the monthly mail outs from National Office is passed on to the relevant committee member in a timely manner, so that it can be dealt with at the following committee meeting.

Any decisions concerning the club are not made by the committee, but by the members through discussion, and decisions are made by the vote of all members present at the Club meeting. Club committees may only recommend that a decision is taken, the members decide.

It is essential that VIEW Club committees convey all correspondence from VIEW National Office and other correspondence received to members in full, allowing openness and transparency between committees and members.

Yours sincerely,

Robin Perros
National President
VIEW Clubs of Australia