FACE TO PUBLIC/CLUB MARKETING **INTERNAL MEMBERSHIP MANAGEMENT**

Home Page	Content to be Managed By
About Us	Club Secretary
Current Meeting Times	Club Secretary
Contact Us	Club Secretary
Current News	PR Manager
Weekly Bulletin	Bulletin Editor to upload bulletins
Photos - LINK TO FACEBOOK PAGE	Event Photos to be uploaded by Chair responsible Lunch photos by Bulletin Editor
Content pages	
History	
About the clubs history/funds raised/how long it has been going/current member numbers	PR Manager/Secretary
Previous projects	PR Manager
Previous board	PR Manager
Sponsors	
Current Sponsors	President
Sponsorship Opportunities	President
Contact	Link back to Contact Us
Current Board and Committee	
Current board	President
President information	President
Current committees	President
All board minutes to be updated	Club Secretary/Minute Takers
Current Projects	
President's Projects	President
Committee Projects	Each Committee Chair
Fundraising/Events	
Events Calendar	Events Team
Member Only Events	Events Team/ Person managing event
Public events – list on site	Events Team/Person managing event
Business	TB
Conferences	President/Events Team
Meetings	
Guest Speaker calendar	Speaker team
What's for Lunch this month?	Events Team
Register for lunch	N/A
Current Members	
Documents	
Citations/awards	Membership
Prospective Members	
Why join	Membership
Invitation to come along for a lunch – how/who to contact?	Membership
Membership Form Download	Membership
Other downloads required for membership	Membership
New Member FAQ?	Membership
What's on – link back to fundraising/events	NA
Donations to Projects	
Donations to projects	Treasurer via payment gateway
Current Links	
1	
2	
3	
4	
5	