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INTRODUCTION

Welcome to the K-W Badminton Club, a membership owned and operated organization, first established on these premises in 1931 as the Granite Badminton Club. We welcome youth (8 and up) and adults of all ages to join our club.

As a new member, we want you to feel part of this great club. **Please read this Membership Guide thoroughly** so you will be fully acquainted with your benefits and responsibilities as a club member, then sign and return the Member Contract.

Please do your part to help keep our club neat, clean and running smoothly. A friendly, tolerant, clean and safe environment helps make it fun for everyone. Due to anaphylactic allergies of some members, we ask that you refrain from bringing in nuts or nut products. Pets are not allowed in the club at any time.

When you have any questions, concerns or suggestions, please feel free to approach the front desk staff or any member of the Board of Directors.

Club Fees

Your complete Membership Fee is comprised of three parts.

- 1. Base Fee plus HST
- 2. Social Fund Fee
- 3. Volunteer Fee

Introductory adult and family memberships run for four months, as do 4 Month Student Memberships. All others run for one full year. Membership fee will be due on the four month or annual anniversary of the day you joined, indicated on your membership card by the "Member Since" field. You may make full cash or cheque payment directly at the Club, send a cheque through the mail, or sign up for monthly automatic bank withdrawals. Please do this before the due date to ensure continuity of your membership status, credit for your volunteer work, and continued activation of your Access Key, if you have one. If the due date lapses, you will be required to pay guest fees and adhere to the Guest Policy until your payment is received. If no staff or Board members are at the club, you can slip your cheque and invoice into the Guest Fee slot found in the centre of the pro shop door.

Membership Fee List

(Fees include HST; Social and Volunteer fees)

Full Membership - \$451.17

Complete membership and unrestricted play any day courts are not booked for specific purpose (eg. Ladders, Tournaments, Rentals)

Family Membership - \$913.09

Provides membership to two adults and any number of children under the age of 19 years

Student of Family Membership - \$100

Reserved for student members 19-24 years of age who are attending a university or college full-time and included on their Family Membership

Junior Membership - \$178.86

Reserved for members under 19 year of age In the case where juniors have special permission by the head coach to play during adult times (prime time), and then juniors are to pay an additional \$75 on top of their membership fee.

Senior Membership - \$409.65 Reserved for members 65 years of age and over

Limited Membership - \$346.76 Reserved for members who play only on weekdays from 9:00am-4:00pm

Student Membership - \$396.59

Reserved for members who are attending a university or college full-time

There are two additional discounts that apply ONLY to members paying a Full or Senior Membership. Other memberships are not eligible for these discounts.

Couples Discount -20% Out of Town Discount (40+ km one way) -25%

Special Introductory Membership Fee

There are special introductory rates for anyone trying out the club; and can continue using this option as many times as they wish.

4 Month Introductory Adult Membership - \$178.16 (Inclusive) 4-Month Introductory Student Membership - \$136.35 (Inclusive) 4 Month Introductory Family Membership - \$110/Adult + \$49/Junior

Social Fund Fee

The Social Fund subsidizes special events and end-of-season events for both Junior and Adult members. It is also used by the club for the purchase of refreshments or prizes for members-only tournaments and events that are hosted by the club. These fees are mandatory for all members.

Adult Social Fund Fee - \$12 Junior Social Fund Fee - \$8 Family Social Fund Fee - \$30

Volunteer Fee

As with many other volunteer-run clubs, the K-W Badminton Club collects a Volunteer Fee for each adult: \$17 for 4 Month Introductory Adult, 4 Month Introductory Student, and 4 Month Student Memberships; \$50 for all Adult yearly memberships including Students and each adult in a Family Membership. This fee will be reimbursed on the membership fees for the following year to a member if he/she volunteers the minimum hours required for their membership term: 1.5 hours for 4 month memberships, and 3.5 hours for full year members. If you choose not to volunteer at the club, this fee will be kept by the club for maintenance costs and will not be reimbursed as above.

If you choose not to rejoin the club the following year and you have volunteered a minimum of 1.5 or 3.5 hours during your membership term (four months or one year respectively) and you would like your Volunteer Fee reimbursed, you are required to notify the club in writing before the termination of your membership.

For more information about how to volunteer, please read the *Volunteering at the Club* section.

Membership Card

All members are issued a Membership Card. You will be given a Temporary Card immediately upon joining, then within a few weeks a permanent card with your name on it will be made for you. **Members are required to scan their card at the front desk immediately upon every arrival** to track personal attendance and overall court use.

Note, the membership cards are plasticized but will not withstand bending or going through the washing machine. Please report lost or damaged cards immediately. Replacement fee is \$5.00 per card.

Guest Passes

All members may request two guest passes per year. Passes are to be given to first time guests only. Guests must accompany the member during open hours only to redeem the pass. Please include all required information on the pass.

Guest Fees

Guests are welcome to drop in during *Open Play*, *Prime Time* (adults only) and *Ladder* nights, or come into play with a current member of the club.

When Access Key holders bring in a guest during non-open hours, the member is responsible for collecting the fee BEFORE playing, placing it in an envelope, and sliding it into the slot in the centre of the pro-shop door with the following information:

Guest's Name, Member's Name, Today's Date, Circle if Adult, Student, or Pickleball Player

Members who do not collect Guest Fees from their guests will have disciplinary action taken against them, including termination of Access Key or even Membership at the club.

Returning members who are unsure about re-joining the club in the next season must also pay the guest fee.

For new potential members, only one Guest Fee paid will be applied towards membership fees if the guest subsequently becomes a member. Your membership anniversary will be backdated to that date in which you were a guest and be effective for one full year.

Adult Guest Fee - \$14 Student Guest Fee - \$10 Pickleball - \$5

Parking

Parking is free at the club and on adjacent streets. The triangle parking lot is rented out 6:00 am - 6:00 pm, weekdays, but is otherwise available for building users. Members may park in that lot on evenings and weekends. The club leases the gravel parking lot along Park St. for use by all users of our building. In addition, the parking spaces in front of the

club are exclusively available for users of our building. On tournaments and other high-volume events, we encourage the use of the pay-parking lot across Park Street to cover the overflow.

Injuries and insurance

It is important to understand that, like any sport, badminton is a game where injuries are a possibility. You are responsible for taking precautions to minimize risks (for example: stretching before and after playing, warming up before play, wearing safety goggles, dry mopping your court before use).

If you are injured while playing at our club, please record the incident in the Sports Injury Binder near the front desk on the fireplace mantel. Regardless of the severity of the injury, it is essential that all injuries are recorded in the binder for future reference. If staff are present, please tell them about the injury as well. If no staff are present when you injure yourself, please email or call the club to report the incident at a later date.

The K-W Badminton club has limited Sports Injury Insurance available to members and guests that are injured while playing in our badminton facility. This insurance is provided as part of our membership in the Western Ontario Badminton Association (WOBA). Details about the insurance coverage are available in the Sports Injury Binder located on the fireplace mantel near the front desk, including claims forms. Claimants are responsible for completing their own forms and making the claims themselves to the insurer. Claims requirements include:

- Recorded at the club in the Sports Injury Binder
- Claim submitted to the insurer within 30 days of the incident
- Claims require a form completed by a physician, at the claimant's expense
- Signed and witnessed by a club representative

The Ontario Badminton Association (OBA) provides additional group insurance coverage only to those members who have purchased a Badminton Ontario Tournament Player Card. Contact OBA for further details.

On-Court Rules and Etiquette

Sharing Court Space

There are no court fees, nor reservations for courts. However, when we are busy (members waiting for courts) the courts are restricted to doubles play only (see exceptions below) for 25 minutes at a time. This should allow for a brief warm-up time and two games. Please use the 21-point rally point system. After 25 minutes have lapsed, all players should come off the court. Please remember to take all your gear and put used shuttles in the basket.

Please use the sign-up board to indicate what time you go on court. It is expected that the persons writing their names on the waiting list should have, or attempted to have, a group of 4 players ready to go once they are called onto court. In order to give others an opportunity to play, the group of players should not consist of any players who are just coming off a court. The exception to this rule is if there are not enough players to make another group of 4, then one or more of the players who just came off can play again. When entering the courts, ensure that one group members name and the time you are entering is recorded on the white board. Once you come off the court erase your name from the board, and sign up again for the next available court.

Singles Games

<u>Thursday Night after Ladder and Sunday 7:00 – 10:00 pm – Two Designated</u> <u>Singles Courts</u>

On Thursday nights after ladder games are completed, and Sunday evenings from 7pm to 10pm, up to two courts are reserved for singles games. Singles players have priority to take up to two courts in this case. If there are no courts available when two singles players arrive initially, they may take the next available court, by replacing that waiting group on the whiteboard (please notify that group). Singles players may not interrupt or "kick off" any games in progress that have not reached their 25 minute time limit.

Single players must use the whiteboard and note 'singles' along with the start time.

No specific courts are reserved or kept aside for this purpose, so doubles players are free to fill the courts if no singles players are playing.

Since two courts are reserved for singles play, singles players may retain a court beyond the normal 25 minute limit, unless other singles players are waiting (similar to doubles play, when no one is waiting).

Monday, Wednesday, and Friday Prime Time, Sunday Daytime Open Play

At other times when no courts are dedicated to singles play (e.g. During Prime Time or Sunday daytime all ages Open Play) when there is an open court, singles players may sign up for and immediately take that court (note 'singles' along with the start time). As long as they are signed-up on the whiteboard, they may complete their 25 minute court time without needing to come off, even as other doubles players arrive. As above where singles players cannot interrupt doubles games, doubles players may not interrupt or "kick off" any singles games in progress that have not reached their 25 minute time limit.

Once courts are full, singles players may NOT sign-up for a court.

Keeping Courts Clean

Food is not permitted in the court area, and only closed bottled drinks are allowed on court. No cans are permitted on court.

The baskets next to each court are meant for used shuttlecocks and are not to be used for garbage. Please take any garbage off the court with you when you leave. When you leave your court, make sure that used shuttlecocks are placed in the baskets and that the court is clean for the next group.

There are also dust mops on the sides of the court that are to be used to wipe the surface of the court. Please use the broom and dustpan located in the lounge to place any mopped up debris into the garbage can - do not leave this beside the courts where people will walk through it. It is recommended that you mop your court before your matches to avoid any accidents from debris left on the court.

If you are the last person to leave the courts at night, please turn off the lights but leave the dehumidifier and overhead fans running.

Crossing Behind Courts

It is a common courtesy, and safety precaution, when passing behind courts to wait between courts until the point played is complete. Players should pass behind the court quickly and in single file close to the wall with their group so as to not disrupt the flow of play. Do not cross courts during play and only pass behind courts on the side with the door.

Please do not use the sliding glass door to enter/exit the courts.

Shuttlecocks

The cost of shuttlecocks is an expense that must be endured when playing friendly and competitive games. It is a general courtesy to split the cost of the shuttlecocks between all players.

Feather shuttlecocks can be purchased from the club pro shop individually for \$2.50 or as a complete tube (dozen for \$22 - \$35). Members are also welcome to play with nylon shuttles which may also be purchased from the pro shop individually for \$2.25 -\$2.50 or in a tube (half dozen for \$13.25 - \$15.00).

Dress Code

The Dress Code of the K-W Badminton Club indicates that appropriate clothing is considered clothing "in good taste" that is not offensive to others. Jeans and capri pants are not appropriate athletic attire to wear while playing. Shirts showing the midriff are not permitted. **Please follow good hygiene practices** as well by wearing clean clothes and deodorant.

The club requires that players wear non-marking indoor-only court or athletic shoes when playing on the courts. Sandals, hiking shoes, bare feet or socks-only are not permitted for safety reasons. Players are not to walk into the club with the same pair of shoes that they use on the courts.

In terms of **head gear**, only sweatbands or headgear required for religious or medical reasons will be permitted. Caps and bandanas are not permitted. This is a general rule written in the Ontario Badminton Association Handbook.

The "90-95% white" clothing rule applies only to tournaments that have specified this dress code.

Safety eyewear meeting ASTM F803 standards is mandatory for all players under 19 years of age when entering the courts, regardless of event type. It is highly recommended for adults too.

Off-Court Rules and Etiquette

Change Rooms

Change Rooms at the club are for changing and storing clothing/gear that will not be used to play. Members should not be changing in the lounge areas as a courtesy to others. Due to sensitivities of some members, please refrain from using perfumes and other scented products. If you are the last to leave the change room, please turn off the lights.

Lockers

The use of a locker must be registered with the club and they are free of charge to use. Registration is required so the Board knows which members to notify if any work needs to be done requiring the moving of the lockers. Lockers that are not registered will have their locks cut off. You are responsible for bringing your own lock.

Lounge Areas

The lounge areas are shared areas for all members, so please keep them clean by throwing away your garbage and using the designated blue boxes for recycling cans/bottles and shuttle tubes/paper. If you see garbage lying around, please pick it up and throw it away to help keep the club neat and clean. Coats are to be hung on the coat racks and bags are to be left in the locker room or lounge, on the floor under tables and out of the way, not on top of tables or couches.

There is a **television** for personal viewing in the main lounge area. When you are finished watching the television, **turn it off** in order to conserve energy and reduce unnecessary noise.

A second TV is available for online professional badminton matches. If it is not turned on during open hours and you would like to watch it, just ask the front desk staff.

The upstairs viewing lounge may be used to eat food and the same cleanliness rules apply as with the rest of the club. **Return all furniture to its original place**.

If you are the last to leave the club, you are responsible for turning off all lights in the lounges, courts and change rooms and ensuring the front door is locked. If the outside light is not red (meaning the door is not locked) pushing the red button on the box to upper left of door will lock it. Note: the front entrance light remains on at all times. Emergency numbers are posted by the telephone should something require immediate attention.

Hours of Operation

Regular Weekly Schedule

Monday

12pm-3pm-Beginner/Novice Pickleball (4 courts) 5:00 – 7:00 pm – Open Play Time (6 Courts) 7:00pm - 10:00pm – Prime Time Play (6 Courts)

Tuesday

9:00am – 11:00am – Organized Adult Play (6 Courts) 12:00noon – 3:00pm – Pickleball (4 Courts) 6:45pm – 9:30pm – Junior Doubles Ladder Night (6 Courts)

Wednesday

12pm-3pm-Pickleball for Intermediate and Advanced Players (4 courts) 5:00pm – 7:00pm – Junior Open Play (6 Courts) 7:00pm - 10:00pm – Prime Time Play (6 Courts)

Thursday

9:00am – 11:00am – Organized Adult Play 12:00noon – 3:00pm – Pickleball Recreational Open Play (4 Courts) 7:00pm - 10:00pm – Adult Doubles Ladder Night (6 Courts) - Prime Time Play with 2 courts for singles games following ladder

Friday

12pm-3pm-Pickleball for Intermediate and Advanced Players (4 courts) 5:00 – 7:00 pm – Junior Open Play (6 Courts) 7:00pm – 10:00pm – Prime Time Play (6 Courts)

Saturday

9:00am – 3:30pm – Junior Lessons, September to July (6 Courts) 7:30pm – 10:30pm – Pickleball Recreational Open Play (4 Courts)

Sunday

10:00am – 4:00pm (2pm during summer months) – Open Play All Ages (6 Courts) 7:00pm – 10pm – Open Play All Ages (4 Courts Doubles, 2 Courts Singles)

Any other times not listed can be accessed using the Access Key (see Security Access Keys) provided no special programs are running and courts are not rented out.

Please regularly check the calendar posted on the "Member Board" or on-line at <u>http://kwbadminton.com</u> for notification of events and any changes due to tournaments, group coaching or rentals by outside groups.

The schedule is subject to change from season-to-season and members will be notified via e-mail.

Court Rentals

As a way of introducing the community to our club and generating extra revenue, we occasionally rent courts to outside groups. We generally limit court rentals to quieter usage times so as to minimize inconvenience to members. Please regularly check the calendar posted on the "Member Board" or on-line at <u>http://kwbadminton.com</u> to keep apprised of court availability.

If you or someone you know would be interested in renting some badminton courts for a function, please contact the club by emailing <u>info@kwbadminton.com</u> or calling 519-742-1844 for more information, rates and availability.

Tournaments

We occasionally run or host tournaments at the club on weekends. When we do, courts are unavailable for open play during the duration of the tournament whether or not the members hold an Access Key. Tournament fees are extra, unless it is a members-only event. Regularly check the calendar posted on the "Member Board" or on-line at http://kwbadminton.com to keep apprised of upcoming tournaments at the club and court availability.

Security Access Keys

Security Access Keys may be purchased by adult members who are in good standing for minimum three months. The number of keys available is limited and you will be required to sign a separate contract prior to receiving your key.

This key will give you access to the facilities every day of the week between the times of 7am-10pm (unless the club is booked for a tournament or rental, or a particular program is scheduled – eg. Junior Open Play). This is an excellent alternative if you are busy during the regular hours that the club is open on some mornings, weeknights and Sundays. The first year purchase cost for a key is 50 + HST. Key usage may be renewed for 10 + HST each subsequent year at the time of your Membership renewal. Any member who does not renew their membership by the renewal date will have their Security Access Key deactivated immediately.

Keys will be restricted during tournament weekends and may be disabled from time to time if the courts become unavailable for play, such as during construction/renovation or refinishing. Advance notice will be provided. Emergency contact numbers are posted by the telephone should there be a problem requiring immediate attention.

Special Programs

Thursday Night Adult Doubles Ladder

One of the best ways to meet new people is at the Thursday Night Adult Doubles Ladder run by the club. This is a night where semi-competitive doubles games of badminton are arranged for adult members. As you improve your game of badminton, you'll move up the ladder to play others close to your skill level. Games are set up for members where you will play with each individual in your group of four or five players.

The Thursday Night Adult Doubles Ladder is run all year and games start at 7:30pm. You may arrive at 7:00pm or call the club (519-742-1844) to ask a member to **sign you in on the Ladder Computer if you plan to play that night**, as preparations need to be made. If you phone in, be sure to speak to a live person – leaving a message on the answering machine will not ensure your name gets added to the roster.

Two courts are reserved for Singles Play following the completion of all Ladder games.

Family Play

Because of our commitment to families, Mondays 5-7pm, Sundays 10:00am - 4:00pm and 7:00pm - 10:00pm is scheduled as Open Play time for All Ages. This is a good time for families to come and play at the club with their children as long as all are members (or a guest fee can be paid for the non-members). During this time, court space is shared with other junior and adult members.

Families are also welcome to play during Junior Open Play times on Wednesdays and Fridays from 5:00 - 7:00 pm.

Coaching Programs

Group Coaching

The club offers coaching for small groups of adults when requested. We can run several workshops throughout the regular season for members new to the sport or those wanting to improve their game.

The first coaching session for adults is often in October and it runs on a weekly or bi-weekly basis for 4 weeks. The cost is determined by the coach and is due upon signing up to reserve your spot. To add your name to the list for coaching; please contact the club.

Look for more information on the Coaching Board at the club or check our *Online Resources* for more information.

Private Coaching

There are several coaches at the club who can offer private coaching to members at various price levels. If you are interested in taking private lessons with a coach, please contact us at <u>info@kwbadminton.com</u>.

Information about the coaches at the club can be found on the *Coaching* bulletin board next to the *Calendar* in the main lounge at the club.

Junior Play & Coaching Programs

Any member under 18 years old is considered a junior player. These members MUST be supervised by an adult at all times while at the club. Please pick up your child(ren) promptly when lessons or supervised play is finished as the club often closes at that time. <u>RULE:</u> All junior members 17 and under must wear protective eyewear (meeting ASTM F803 standards) at all times when on court playing doubles. (i.e. when two players are on the same side of the court, goggles are required for juniors aged 17 or less). We strongly recommend the wearing of goggles at all times regardless of event.

Enforcement Procedure for Juniors Wearing Goggles:

*Applicable Juniors must follow this rule at all times when playing, training, or otherwise hitting shuttles on the courts at the club.

*Any applicable junior caught by any staff, board member or coach violating the above rule will receive a warning.

First offense: Verbal warning is given, noting the rule and requirement, and enforcement procedure.

Second offense: Written warning is sent to parents (email, phone, and/or letter), noting second violation, rules, and enforcement policy.

Third offense: 2 week suspension from the club (may not enter the club) **Final offense:** Membership canceled no refund and may not re-join the club for one year.

NOTE: Offense level is recorded by staff.

Offense level resets after one year of no offenses.

Junior Recreational Program

The Junior Program is designed for junior members to improve their badminton skills in group sessions through recreational and competitive play. The Doubles Ladder Program is included in the cost of the membership for junior members, as is the Open Play time on Sundays and Junior Open Play on Wednesdays and Fridays. Courts are occasionally available weeknights in the spring and summer, but only <u>if</u> adults are not waiting for courts as they have priority for court space over juniors during Prime Time.

Junior Doubles Ladder Night runs on Tuesday evenings from 6:45 – 8:30pm. This program is organized by parents and volunteers year round. During this program, juniors will be able to use the skills they learn from their lessons. If your child plans on attending, please arrive at 6:45 pm or phone the club (talk to a live person, do not leave a message on the answering machine) to make sure that we have his/her name in the Ladder Computer for that evening.

Junior Skills Program: Separately priced lessons are provided weekly during the school year from September to December, January to April, and May to July on Saturdays from 9:00am until 3:20pm. The program is run by certified coaches with assistance from other volunteers and parents in the club.

The groups are divided by skill level as part of a **9 Level program**, with two or three levels running during each time slot: 9:00am - 10:20am, 10:30am - 11:50am, 12:30pm - 1:50pm, and 2:00pm - 3:20pm. The cost per 10 week session plus testing varies according to the level. Rates are available for non-members as well.

Junior Half Smash

The Junior Half Smash Program is designed for junior members interested in improving their skills to compete in local, provincial and national tournaments. During this program, junior members have the opportunity to learn the advanced skills for badminton not taught during the recreational Junior Skills Program, thus the level of commitment for junior players is greater. The program is customized for the participants by the high calibre coaches who have greater years of coaching and playing experience. There is an additional fee to join Junior Half Smash.

The Road to OFSAA

The Road to OFSAA is a new innovative program specifically focused on improving game play to help those who have played on their high school team and are aiming to compete towards OFSAA this year.

The Road to OFSAA program aims to bring junior athletes who meet the criteria to come and **play together**, and against/with coaches. The focus of the program is on additional training and game play, so it is helpful when both partners join the program. This program compliments the Junior Skills Program that is run on Saturdays. There is an additional fee to join The Road to OFSAA.

Volunteering at the Club

The K-W Badminton Club is run by volunteer members of the club, including a volunteer Board of Directors. Without the help of our dedicated volunteers, the club would be forced to increase membership fees to cover costs for tasks voluntarily done by members. Volunteering at the club can be fun as well, especially when it's done with your fellow members!

Volunteer Tracking Board

There is a Task List posted at the club and online indicating what tasks or events volunteers can assist with in order to have their fee reimbursed. A Volunteer Tracking form is also posted for Members to record as they complete work. When you complete a certain task, simply write your name or membership number on the board in the allotted space. Once the allotted hours of volunteer work (minimum 1.5 hours for four-month memberships or 3.5 hours per yearly memberships) is completed by a member, the Volunteer Fee will be returned as a deduction on your next year's membership. We encourage all current and new members to assist whenever and wherever possible.

Board of Directors

The Board of Directors oversees the running of the club. These people have an avid interest in improving the club and we are always looking for more people with great ideas to help out. The Board of Directors meets regularly once a month (usually the first Monday of each month) to plan and run events, organize regular programs, improve the facilities for the building, and many more things! If you are interested in joining the Board or would like to ask any questions, feel free to contact us at info@kwbadminton.com.

Miscellaneous club items

Pro Shop

Members are encouraged to purchase their supplies from our pro shop. Net proceeds are returned back to the club with the sale of any equipment – shuttles, grips, racquets, clothing, safety eyewear. We sell a variety of brands including RSL, Li-Ning, and Victor. In addition, the prices of equipment at the pro shop are very competitive, and usually cheaper, compared to retail stores! Stringing services are also available.

We have also partnered with **Badminton Direct** to provide an **online store service** for our club members. Badminton Direct is a quality reseller of professional badminton racquets and accessories. All purchased items are supplied by Badminton Direct, shipped directly to you, not the club. Our club receives a commission from all sales, so using this online store for your purchases will help the club financially. Badminton Direct carries some of the best brands, at great prices with discounts only available to our club members. The more of our club members who sign-in and create an online account (no purchase required), the better it is for us!

Online Club Resources

The club has several online resources on the internet with plenty of updated information. You can visit these at your leisure and remember to check them frequently for new updates!

Club Website

http://kwbadminton.com

This website has updated news and events, a calendar, membership and coaching information, and a link to our online store, as well as this Membership Guide, the Club Brochure and New Member Applications.

Club Email Address

info@kwbadminton.com

The club email account is checked frequently and any questions or comments may be sent to this address.

Club Newsletter

Electronic Newsletters are sent out frequently to keep members abreast of events and news about the club.