

Liz Barrett: What do I do for members of the AVA?

It's now ten years since I took on the task of "looking after" the member administration and book keeping for the AVA. The treasurer at the time realised this part of his role had grown to the extent it was no longer possible to undertake it voluntarily in his spare time. As we now have nearly 450 members, it does take longer than a few hours a week!

My primary work is to collect the yearly subscriptions and keep member contact details current. (Please advise me when these details change as it saves much time and expense, and guarantees receipt of the VAA journal!) The finances of the Association have to be carefully monitored to ensure all commitments are met and contributions to the Trust Fund become possible. I also carry out the book keeping and general administration for the Trust Fund.