



*mines victims and clearance*

## **Membership Coordinators 2022 AGM Report**

The following is a summary of the Membership status:

- Ordinary Members – 67 of which 54 are “financial”
- Honorary Life Members – 5
- Patrons – 2 (both MPs)
- Membership status unconfirmed – 3
- Paid Life Members – Nil
- Corporate and Philanthropic Organisations – Nil
- **Total membership - 77**

The following is a summary of the activities undertaken by the Membership Coordinator since he assumed the role in August 2021:

- Drafted the “MiVAC Membership Policy & Processes” document
- Attempted to contact the 547 members and organisations on the database to update personal details and ascertained their desire to remain a member or not. This entailed sending 1167 emails and 569 text messages
- The refreshed the Membership Database included 76 confirmed members, 118 asked to be removed and 353 were removed due to being uncontactable
- Processed 6 new membership applications
- Processed the 2022/23 annual membership subscription renewals

The Membership Coordinator has also undertaken several other activities in support of the Chairman:

- Reviewing and commenting on draft policy, procedure, and guideline documents
- Recon of a potential WASH project in Same, Timor-Leste
- With support of Webmaster, managed the project to refresh the websites “Join, Donate & Volunteer” webpages and implemented a pay by credit/debit card facility
- Investigated the feasibility of MiVAC seeking Ex-Service Organisation (ESO) status

**Prepared by:**

Lee Uebergang

MiVAC Membership Coordinator

22/8/2022