

Farmington Bath & Tennis Club Board of Director Positions

All Board positions are two-year terms.

President: The President runs our board meetings, oversees all club opening and closing functions, and ensures that all operations are running smoothly. They schedule Board meetings several times throughout the year.

Vice President: The VP works closely with the President and generally serves in the President role the following year. They support the President and activities in the club as they learn, in order to take on the President role of the club.

Treasurer: Are you good with bookkeeping and money management? Our treasurer creates and mails out the invoices in Spring and throughout the summer, coordinates payroll, pays the bills (throughout the year), collects the mail from the post office box, balances the books, creates the financial reports for the Board and coordinates with the tax preparer.

Secretary: This position is ideal for a new member that wants to be involved and get to know all the different functions our board members provide for the club. The Secretary takes the minutes of the Board meetings and certifies the minutes, elections, and records of the Board.

Communications/Webmaster: Are you technology savvy and love doing website development, then this is a great position for one of our members. This position manages, maintains, and updates the www.myfbtc.com website. Each season the website is updated with our new programs and schedules. Works with the hosting provider and maintains the club WIFI. The webmaster maintains the member directory, monitors member only login requests, manages the club email addresses, communication distribution lists and sends out the general communications to the members. In addition, the position maintains and posts to our social media (FB/Instagram) accounts for additional communication channels. They send out the yearly surveys for BOD elections.

Landscaping: Our landscaping member sets up and schedules the landscaping crew to cut grass and provide basic landscaping services. This person also makes sure the mulch is fresh, flower pots are replaced in the Spring, and any other basic landscaping required to make the property look nice for the membership. No green thumb required.

Membership: The Membership board position has a knack for advertising, recruiting and welcoming new members to the club.

Aquatics: This is a two person position with 1 position rotating each year for transition from year to year. This position helps to coordinate and organize our successful FBTC Swim Team, Dive Team and Water Polo Team. Swimming runs all home swim meets, dive meets and water polo games which include coordinating volunteers, meet/game setup and concessions. All meets include ribbons for all FBTC participants, tracking and recognition of personal bests and other assistance as needed. The position also coordinates the Farmington Relay event and end of season Award Ceremony.

Tennis: This is a two person position with 1 position rotating each year for transition from year to year. They coordinate the tennis program and work with Mike our Pro on class offerings. They lead the sign-up activities at the beginning of the season for the tennis program and help to field questions. They review what is needed to maintain the club courts and works with Mike on opening and closing activities. They typically coordinate 3 socials during the summer.