

### **Membership Secretary**

1. You shall be a co-opted, non-voting member of the DBKA Executive Council (EC).
2. You are to receive from nominated branch contacts advice of changes to their membership listing - ie, additions, deletions or detail changes.
3. You are to issue to Branch contacts, prior to spring and autumn capitation cut-off dates, copies of current membership listing to assist in identifying changes that may be required.