

Checklist for AITA member-volunteers

Acton Indoor Tennis Association is a member-owned and member-operated non-profit; it relies entirely on its members to continue to operate and keep costs low. As a member-owned club we are responsible for the upkeep of our club facilities and grounds. We rely on volunteers to manage the club, make minor repairs, and perform routine maintenance. We ask that regular indoor members (i.e., Full Members, Associate Members, and RDM Members) contribute to this maintenance effort in some way on an annual basis. All members are expected to volunteer at least two hours per year. Members who fail to volunteer are assessed a maintenance fee.

The club's needs are surprisingly diverse. In addition to routine maintenance, we have to maintain a complicated physical plant that includes a sophisticated air handling system and air-supported structure and require all of the professional services of a typical business.

As part of an effort to increase member volunteering, we are asking all new members and our current members to indicate what skills and interests they can bring to the club. Please complete the checklist below to help us find activities that best fit your skills and interests. Feel free to add any details you wish.

<input type="checkbox"/> Carpentry	<input type="checkbox"/> Contracting and supervision of vendors
<input type="checkbox"/> Electrical	<input type="checkbox"/> Legal services
<input type="checkbox"/> Plumbing	<input type="checkbox"/> Insurance
<input type="checkbox"/> Landscaping	<input type="checkbox"/> Accounting and bookkeeping
<input type="checkbox"/> Painting	<input type="checkbox"/> Finances and investing
<input type="checkbox"/> Heating systems	<input type="checkbox"/> Networks and computers
<input type="checkbox"/> Small engine repair	<input type="checkbox"/> Electronic control systems
<input type="checkbox"/> Snow shoveling	<input type="checkbox"/> Architecture/interior design
<input type="checkbox"/> Bubble emergency team*	<input type="checkbox"/> Building maintenance
<input type="checkbox"/> Clay court maintenance*	<input type="checkbox"/> Marketing and communications
<input type="checkbox"/> Sprinkler system maintenance	<input type="checkbox"/> Website design
<input type="checkbox"/> Woodworking	<input type="checkbox"/> Security systems
<input type="checkbox"/> Truck owner	<input type="checkbox"/> Procurement
<input type="checkbox"/> Craig's list guru	<input type="checkbox"/> Organizational/management
<input type="checkbox"/> Tree removal (chain saw owner)	<input type="checkbox"/> Other (specify): _____ _____
<input type="checkbox"/> Tournament director / social event organizer	
<input type="checkbox"/> Shopping (for club supplies)	

* For these skills, the club can train you. The emergency team readies the bubble for storms and power failures.

Indicate any aspects of the club or its facilities that you feel need more attention and that you would like to contribute to:
