



FatTracks Committee portfolios 2024

Chairman and Vice Chairman	<ul style="list-style-type: none">• Overall responsibility for administration and growth of the club.• Defining direction and intended deliverables for each calendar year.• Liaising with sponsors, other stakeholders in the valley, the press and the Municipality (Parks).• Coordinating tasks within the various portfolios• Overall responsibility for maintenance of FT trails in the Baakens valley, including the trails and trail features around the FT container area (pump track, ramps, berms, tabletops etc).• Planning and setting of the associated daily/weekly/monthly maintenance tasks for the trail maintenance men (clearing trails, maintaining berms, pump track, ramps, etc.• Ensuring the all-trail tools are maintained and in good working order at all times.• Ensuring that maintenance equipment materials are always available (adequate fuel, brush cutter cord, poison eradicating alien plants etc.).• Transport workers & equipment (when needed), to distant points from where they start maintaining a specific trail.• Eradicating aliens, facilitate planting of endemic trees, eradicate erosion and daily clearing of litter.• Facilitate marking of all FT trails plus maintenance thereof• (planting/erecting of marker posts with necessary markings).• Completion of an Amarider submission on trial maintenance for liability Insurance requirements.
Treasurer	<ul style="list-style-type: none">• Overall management of the club's finances• Budget proposals and review of yearly Subs• Monthly management of creditors and debtors• Formulation and presentation of a year-end financial report
Administration & Marketing	<ul style="list-style-type: none">• Management of membership applications and the associated details.• Printing of member decals, ensuring these are distributed to the various distribution points/cycling stores.

	<ul style="list-style-type: none"> • Management/upkeep of all social media platforms/social media feeds/digital communication. • Secretarial duties for FT meetings, agendas, minutes prepare and distribute
Events/Races (2 persons)	<ul style="list-style-type: none"> • Responsible for the necessary coordination with event organisers. • Event/race prep and transport of gazebos, banners/stocking etc. • Obtaining prize donations (or the buying thereof). • Waterpoint staffing plus acquiring/purchasing/stocking a waterpoint with drinks/food/fuel supplies. • Ensure that both the FatTracks brand and that of our sponsors receive appropriate exposure.
Routes merchandise and member benefits (2 persons)	<ul style="list-style-type: none"> • Responsible for the development and upkeep of digital trail marking through Trailforks. • Facilitate ordering and stock management of club orientated clothing in liaison with committee. • Liaise/follow up with businesses offering FT member discounts.