



# South Haven Scott Club

*Center for Cultural Programs since 1883*

## Membership Information Form (July 1 - June 30)

**Kindly print and send Membership Information Form  
and check for \$40.00 dues payable to South Haven Scott Club to:  
South Haven Scott Club, 652 Phoenix St, PO Box 54, South Haven MI 49090**

Name \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ County \_\_\_\_\_

Preferred Phone \_\_\_\_\_ mobile? \_\_\_\_\_ Secondary Phone \_\_\_\_\_ mobile? \_\_\_\_\_

Email \_\_\_\_\_ Would you like your picture (re)taken for our archives? \_\_\_\_\_

Today's Date \_\_\_\_\_ Birthday (mm/dd) \_\_\_\_\_

Emergency contact name \_\_\_\_\_ phone \_\_\_\_\_ email \_\_\_\_\_

**The Scott Club has many varied opportunities for participation. Please select those you are interested in or with which you have knowledge and would be willing to share with the group. Volunteer and Committee descriptions are provided on the back of this page.**

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Flower Sale Volunteer (May)          | <input type="checkbox"/> Budget and Finance Committee   | <input type="checkbox"/> Scott Cares Committee |
| <input type="checkbox"/> Rummage Sale Volunteer (Jun)         | <input type="checkbox"/> Building and Grounds Committee | <input type="checkbox"/> Teas Committee        |
| <input type="checkbox"/> Cottage Walk Volunteer (Jun)         | <input type="checkbox"/> Concerts Committee             | <input type="checkbox"/> Yearbook Committee    |
| <input type="checkbox"/> Blueberry Festival Volunteer (Aug)   | <input type="checkbox"/> Development Committee          | <input type="checkbox"/> Mailing Assistant     |
| <input type="checkbox"/> Halloween at SC Volunteer (Oct)      | <input type="checkbox"/> Grants Committee               | <input type="checkbox"/> Newsletter            |
| <input type="checkbox"/> Community Soup Lunch Volunteer (Nov) | <input type="checkbox"/> Kitchen Committee              | <input type="checkbox"/> Photographer          |
| <input type="checkbox"/> Brunch with Santa Volunteer (Dec)    | <input type="checkbox"/> Membership Committee           | <input type="checkbox"/> Social Media          |
| <input type="checkbox"/> Archives/Historian Committee         | <input type="checkbox"/> Program Planning Committee     | <input type="checkbox"/> Book Discussion       |

What are some topics, speakers, or entertainment you would be interested in for the coming year?

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Do you personally have a skill or knowledge in an area that you could present as a program or workshop?

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## Volunteer & Committee Descriptions

**Flower Sale Volunteer (May):** Assists with the spring fundraiser.

**Rummage Sale Volunteer (Jun):** Assists with the annual fundraiser to collect and sell quality rummage and collectibles.

**Cottage Walk Volunteer (Jun):** Acts as a docent with a team at one of the featured cottages.

**Blueberry Festival Volunteer (Aug):** Helps staff the festival information booth during the festival weekend.

**Halloween at SC Volunteer (Oct):** Solicits membership for treats and distributes them at the Scott Club during the City of South Haven designated trick-or-treat hours.

**Community Soup Luncheon Volunteer (Nov):** Participates on a committee to plan, organize, publicize, and host the annual event to serve soup, beverages, and dessert on a Saturday, in coordination with the various local holiday markets.

**Brunch with Santa Volunteer (Dec):** Participates in a committee to plan, organize, publicize, and host a holiday brunch with visits with Santa and books and goodie bags for local children.

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**Mailing Assistant:** Helps with occasional envelope stuffing, labeling & stamping.

**Photographer:** Takes photos of members and events for publication & archives.

**Book Discussion Group:** A monthly get-together to discuss the “book of the month.”

**Social Media:** Works with the committee and event chairs to post photos and content on platforms such as Facebook.

**Newsletter:** Prepares weekly newsletter using Constant Contact software.

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**Archives/Historian Committee:** Ensures preservation of club memorabilia and acts as club docents.

**Budget and Finance Committee:** Prepares the annual budget and provides guidance during the fiscal year.

**Building and Grounds Committee:** Ensures the Scott Club building is well-maintained by identifying areas needing attention and planning and overseeing the successful completion of building-related projects.

**Concerts Committee:** Collaborates with Foundry Hall to plan, publicize, host, and solicit feedback for a concert series featuring the Scott Club concert grand piano.

**Development Committee:** Conducts fundraising appeals, hosts events for donors, and maintains donor records.

**Grants Committee:** Researches and applies for grant opportunities and provides required reports.

**Kitchen Committee:** Ensures kitchen supplies are maintained, well-organized, and labeled.

**Membership Committee:** Maintains the Scott Club membership and dues records, extends fellowship to newcomers, and provides communication to members regarding club matters.

**Program Planning Committee:** Identifies topics of interest and potential speakers and plans the programs for the year.

**Scott Cares Committee:** Performs outreach to homebound or temporarily incapacitated members.

**Teas Committee:** Hosts post-program teas and provides and serves refreshments.

**Yearbook Committee:** Creates the annual Scott Club Member Yearbook.