



Welcome to ClubRunner

An Official Rotary International Licensee

Club Presentation

ClubRunner

1-877-469-2582

What is ClubRunner?

- ClubRunner, is an award-winning software for clubs that want to effectively:
 - **Boost** Public Relations
 - **Increase** visibility
 - **Improve communication** between members
 - **Better organize** their club
- It is an **online service** comprised of powerful tools designed to:
 - Give your club a strong **online presence**
 - Maintain your **club data**
 - Boost **communications**
 - Organize **events** and **volunteers**
 - Help your club run more **efficiently and easily**

Key Benefits of ClubRunner

- Superior communication features
- No need to know any technical language
- Effective club image & improved public relations with professional website themes and layout options
- Stronger membership growth and retention
- Centralized club reporting and administration
- Better handling of events and volunteers
- Efficient and easy management of committees
- Increased data security
- Automatic transfer of information between districts and other clubs

ClubRunner Features



Take a closer look at the powerful suite of features:

- [Website Designer](#)
- [Member Directory](#)
- [Email Message Center](#)
- [eBulletin](#)
- [Contacts Module](#)
- [Event Planner & Calendar](#)
- [Volunteers Module](#)
- [Dues & Billing](#)
- [Attendance Manager](#)
- [RI Database Integration](#)
- [Custom Reports & Directories](#)
- [Photo Albums](#)
- [Committee Management](#)
- [Online Payment & E-Commerce](#)
- [MyEventRunner](#)
- [Mobile App](#)
- [Social Media Integration](#)
- [Sponsorship Feature](#)

Website Designer

Administration

My ClubRunner Edit My Profile Change My Password Upload My Photo My Commitments My New Member Activities NEW! My Friends View Club Directory View Club Photo Directory eDirectory Reports 2.0 View Printable Mailing Labels NEW! Email Message Center View Club Documents My Attendance My Committees My Billing Account Balance	Membership Manager Club Dashboard Active Member List Other Users List Inactive Members List Friends of the Club Bulletin Subscribers New Member Program Dues & Billing Switch on Data Integration with RI (Automatic) Report Data Changes to RI (Manual Emails) Request Member Updates Edit Executives and Directors Committee Management Birthday & Anniversary Report Gender Distribution (Summary) Download Member Data NEW! Custom Reports (Optional) Member Designations
Website Manager Website Designer 3.0 Edit Home Page Links Edit Stories Edit Events Events 2.0 NEW! Edit Speakers Edit Download Files Edit Site Pages Edit Photo Albums Edit Club Documents MyEventRunner Registration (new window)	Meeting Services Input Attendance (Current Year) Input Attendance (Previous Year) Report Make-ups Print Member List/Attendance Sheet Print Member List (Simple Version) Attendance Report (Current Year) Attendance Report (Previous Year) Monthly Club Report Customized Attendance Report Edit Duty Roster - Who Does What Member Leaves of Absence Member Attendance Exemption
Club eBulletin Create Bulletin NEW! Email Bulletin to Members Archived Bulletins NEW!	Administrator Edit Club Info & Settings Edit Meta Tags Upload/Remove Meeting Venue Map Edit Club Logo NEW! Edit Custom Fields Website Sponsorship Area Upload Sponsorship Guide Google Analytics NEW!

Maintaining the website is done through a secure login.



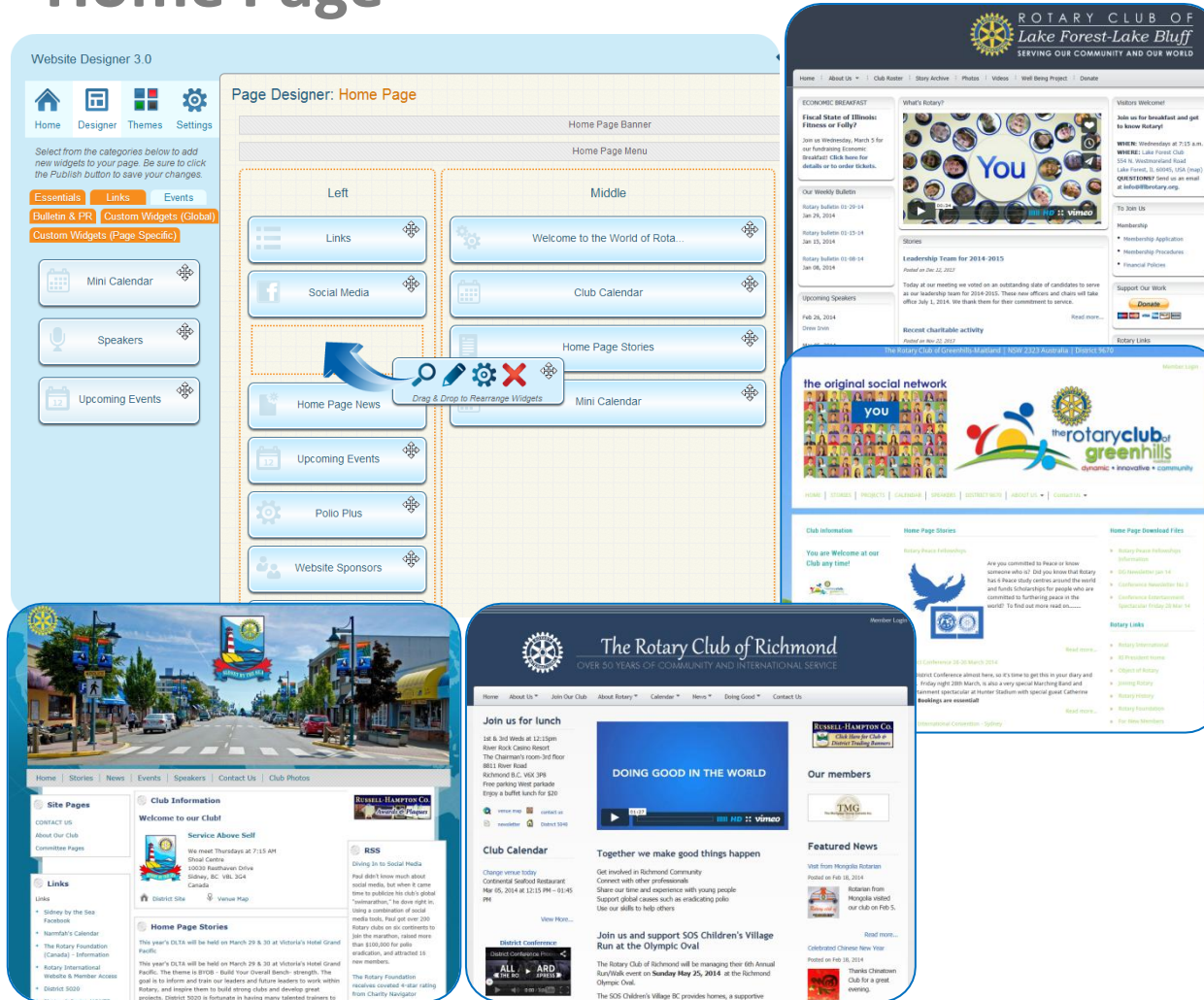
ClubRunner has **seven levels** of access so you can get more members involved while **maintaining security levels** for each area.

Website Designer

Home Page

Display live information from your database:

- Meeting information for visitors
- Events calendar and speakers
- Club executives, directors & committees
- Useful links to other relevant websites
- Download files
- Photo Albums with slideshows
- Home page stories and news



...all without
having to know
HTML!

ClubRunner

1-877-469-2582

Website Designer Themes

Design and personalize the look of your website to suit your club's style. Presentation, layout and style is easily configured by choosing from multiple layouts and themes so you can focus on the content!

Select from a variety of colour and style options. Familiar with CSS? Upload your own stylesheet to fine-tune your website further.

DID YOU
KNOW



That visitors typically leave a website within 20 seconds if you are not able to capture their attention?

Boost your public image with a dynamic, engaging site that will retain visitors.



Website Designer

Adding Content

To add a story to the home page, any member who has been granted editor rights can log in, then type content into the built-in editor.

Pictures are automatically resized and compressed for optimized downloading on the web and are saved in your image library for future use.

Options available to allow you publish or save as draft, hide or show an article on the home page, story library, and eBulletin.

Edit Pumpkin Picking in Toronto

Saving draft... [Preview](#)

Story Settings

Title: Pumpkin Picking in Toronto *


Permalink: b-pumpkin-picking-in-toronto-b *

Author: ☐ Display author [Load from Image Library](#)

Date: ☐ Display date

Thumbnail Image:


Story Brief

 By: Toronto.com
Posted: August 2013
October may end with Halloween, but it begins with the celebration of harvest, the culmination of the growing season.
For earthy fall recipes or to prepare for haunting fun, folks drive to pumpkin patches on the outer limits of Toronto in search of the great orange gourd. Once picked, the plump fruits will be carved, gutted, baked, roasted, stabbed, sliced, set on fire, and occasionally smashed.

body div p

Total characters: 909/20000

Story Content

 October may end with Halloween, but it begins with the celebration of harvest, the culmination of the growing season.
For earthy fall recipes or to prepare for haunting fun, folks drive to pumpkin patches on the outer limits of Toronto in search of the great orange gourd. Once picked, the plump fruits will be carved, gutted, baked, roasted, stabbed, sliced, set on fire, and occasionally smashed.
Here's our unofficial guide to finding the right Jack-O-Lantern. Scroll to the bottom for pickin' tips...

body div div

Total characters: 609/30000

[Cancel](#) [Save Changes as Draft](#) [Save and Publish](#)

Website Manager

Immediate Results

Contents appear immediately on the home page and eBulletin (if selected).

Links can be embedded within contents to take visitors to other websites or pages within your site.

Add the built-in social media share buttons to share your content on various channels.

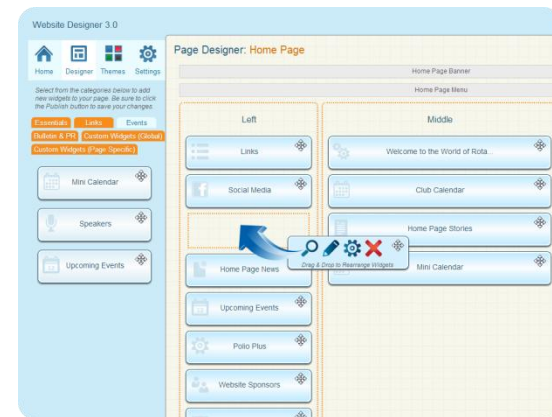


Website Designer

Content

You can build your website and customize your banner, footer and navigation menu. Add the following content with a simple drag and drop:

- Upcoming speakers
- Links to other websites
- Events calendar
- Photo albums
- Registration forms and flyers
- Custom site pages for committees and projects
- Sponsor advertisements to raise funds
- Private members only document storage for Word, Excel or PDF
- YouTube videos, RSS feeds, and links to social networking sites
- Social Media Share Buttons
- Custom Content
- and more.




Member Directory

ClubRunner makes it easy to manage your member directory by:

- Maintaining your member database with photos
- Allowing each member update his or her own profile
- Printing or downloading an up-to-date photo directory
- Creating additional fields to track more information
- Sending automatically generated notices to RI to synchronize with their databases
- Easy conversion to Excel, Word and CSV

ClubRunner stores your directory database safely in a password-protected members-only area of your site.

Member Profile

 **Sarah Sunset**
[Printable Version](#)
[Update](#)

[Personal](#) [Rotary](#) [Biography](#) [Commitments](#) [Settings](#) [Privacy](#) [Edit](#)

Member Details

Title Ms.	Gender Female
First Name Sarah	Birthday Jan 01 1974
Middle Name	Anniversary Sep 17 2009
Last Name Sunset	Spouse/Partner First Name
Nickname Sue	Spouse/Partner Last Name
Suffix	Spouse/Partner Nick Name
Preferred Address Work	Spouse/Partner Birthday
Preferred Phone Home	Alternate E-mail
E-mail support@clubrunner.ca	
<small>*All emails will only be sent to the primary email address</small>	
<small>Birthday and anniversary years can only be viewed by Club Executive level or higher.</small>	

Home

Address Line 1 2155 Cleanview Terrace	Home Phone 1 905-555-1234
Address Line 2	Cell 1 905-555-1235
City Sunnytown	Home Fax 1 905-555-567
Country Canada	
State/Province ON	
Zip/Postal Code L3L 4H1	

Work

Company Name ClubRunner	Position/Title Support Specialist
Address Line 1 2060 Windsor Park Drive	Business Phone 1 905-629-5299
Address Line 2 Suite 102	Business Fax 1 905-629-2729
City Oakville	Website URL http://www.clubrunner.ca
Country Canada	
State/Province ON	
Zip/Postal Code L6H 5K7	

Member Directory

Easy maintenance

Your members can easily login and update their own profiles. No more excuses for out-of-date directories! Use the Update Request feature to prompt members to review their information and link into their profile if any updates are required.

Each profile includes ample contact information such as email, home and work phone numbers, mailing addresses, spouse information, and more.

Add **custom fields** to store more data!
Rotary specific fields are already built-in.

Track and maintain **member designations** to better identify and recognize accomplishments and titles.
Rotary specific labels are already included!

Information is automatically updated at the District and Zone level, including executives and directors



Member Directory







Printable Directories

Build and customize your own printable directories easily. The directories are generated and formatted for you in Microsoft Word, PDF or **ready to print** by any member.

**Rotary Club of Oliver eDirectory
Club Executives and Directors
2012-2013**



Report Generated On: June 10, 2013

 <p>President Gabby Bell-Eckler 2060 Winston Park Drive, Suite 102 Oakville, Ontario support@clubrunner.ca</p>	 <p>Treasurer Shelly Brookshaw 2060 Winston Park Drive Suite 102 Oakville, Ontario support@clubrunner.ca</p>
 <p>Secretary Vivian Adams 2060 Winston Park Drive Suite 102 Oakville, Ontario support@clubrunner.ca</p>	 <p>Public Relations Director Carlos Beneficio 2060 Winston Park Drive, Suite 102 Oakville, Ontario support@clubrunner.ca Home: (905) 829-5299</p>
 <p>Webmaster Sarah "Sue" Sunset 2060 Winston Park Drive Suite 102 Oakville, Ontario support@clubrunner.ca</p>	 <p>Service Projects Timothy Campbell 2060 Winston Park Drive Suite 102 Oakville, Ontario support@clubrunner.ca</p>

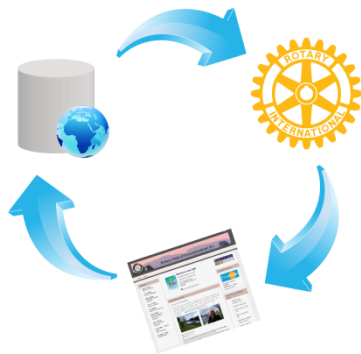
Each profile contains
both standard contact
information, plus
custom fields you can
define

Member Directory

RI Integration

Keep your club records at RI up-to-date without duplicate data entry. The RI Integration feature syncs member data, officer changes and club information automatically.

The Compare and Sync feature lets you compare your member information as it appears on Rotary International's Member Access, giving you the option to push selected data from ClubRunner to RI or pull your information from RI to ClubRunner.



Member Profile Comparison

Member: Gabby Bell-Eckler

Rotary Member No: 0000000

Rotary Club ID: 00000

The following chart displays this member's information as it currently appears on both ClubRunner and RI. For any discrepancies, you can copy over either the ClubRunner value or the RI value by checking the box for the corresponding field, then clicking on the arrow to reflect the direction of the copy. Once you have selected all your values, click on the Synchronize button below.

Field	ClubRunner		Rotary International
<input checked="" type="checkbox"/> Name			
<input type="checkbox"/> Prefix		==	
<input type="checkbox"/> First Name	Gabby	==	Gabby
<input type="checkbox"/> Middle Name		==	
<input type="checkbox"/> Last Name	Bell-Eckler	==	Bell-Eckler
<input type="checkbox"/> Suffix		==	
<input checked="" type="checkbox"/> Address			
<input type="checkbox"/> Address Type	Business *	==	Business *
<input type="checkbox"/> Address Line 1	2060 Winston Park Dr	==	2060 Winston Park Dr
<input type="checkbox"/> Address Line 2	Suite 102	==	Suite 102
<input type="checkbox"/> City	Oakville	==	Oakville
<input type="checkbox"/> State	ON	==	ON
<input type="checkbox"/> Zip	L6H 5R7	==	L6H 5R7
<input type="checkbox"/> Country	Canada	==	Canada
<input checked="" type="checkbox"/> Contacts			
<input type="checkbox"/> Phone	Business * Canada (905) 829-5299	==	Business * Canada (905) 829-5299
<input type="checkbox"/> Fax	Home *	==	Home *
<input type="checkbox"/> Email	Primary * support@clubrunner.ca	==	personal * support@clubrunner.ca

* indicates the preferred address or phone. Note that this flag cannot be copied via integration and has to be updated manually in either system.

Synchronize Selected Fields

Member Directory

Friends

Adding friends to your ClubRunner site is a great way to **attract new members**. Friends are non-members that can receive your eBulletins and event invitations. You can also add visitors, speakers, family members, co-workers and more!













Each member has the ability to add friends



Friends of the Club

Sort By Friend ▼

Add Friend

Friend Name	Member Name	Email	Action
Marley Boyd	Sarah Sunset	support@clubrunner.ca	  
Joe Doe	Maurie Langley	support@clubrunner.ca	  
Moe Dan	Gerald Lord	support@clubrunner.ca	  
Hudson James	Mike Aaron	support@clubrunner.ca	  

This is a great way to keep prospective members in the loop!

Email Message Center

ClubRunner **simplifies** the way club members **communicate** via email—whether it be within their club, to prospective members, club directors or special groups and committees.

Club Communication

To modify and resend a message to the same recipients, click the Resend option. To create a duplicate of the email message only, click the Copy Email option. Note that the Resend option will send to the exact same people regardless of any executive assignment changes

[Show All Emails](#)[Show My Emails Only](#)[Compose New Message](#)

Status	Subject	Owner	Actions
Draft	Invitation #2	Ivan P.	Open Delete
Draft	Club Invite #1	Ivan P.	Open Delete
Draft	Meeting Minutes	Hudson Daniel	Open Delete
Sent on Feb 19, 2014 at 07:12 PM	Meeting Minutes	Hudson Daniel	View Resend Make a Copy Delete
Sent on Feb 10, 2014 at 01:12 PM	New Features on ClubRunner	Gabby Bell-Eckler	View Resend Make a Copy Delete
Sent on Feb 10, 2014 at 01:04 PM	ClubRunner's Tip of the Week	Gabby Bell-Eckler	View Resend Make a Copy Delete

In addition, email addresses are **centralized**. This means that if a member changes his/her address, it is **reflected everywhere**, in all distribution lists, without the need to notify others.

Email Message Center

Composing & Messages to Recipients

Since your site has all the club members' email addresses, sending a broadcast message to all or selected members is easy.

Create Email Last saved on Apr 03, 2014 at 9:35 AM

[← Hide Recipients](#)

Step 1:
Select the recipients of this message by expanding each category, then clicking the "Expand List" link. Please note: you will not be able to select recipients that have not supplied an email address.

- ☐ Active and Honorary Members (0/116)
- ☐ Other Users (0/3)
- ☐ Inactive Members (0/0)
- ☐ Friends (0/12)
- ☐ Club Executives & Directors (Current Year) (0/8)
- ☐ Custom Distribution Lists (0/67)

Step 2:
Enter your email subject and message.

Select Template: Custom -- Select Template Insert

Subject: District Governor's Visit Next Meeting *

Insert Mail Merge Fields

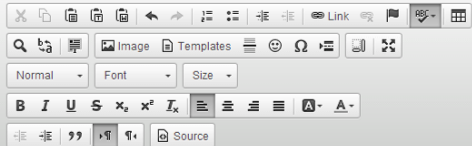
Account: Account Short Name Add

Recipient: Recipient First Name Add

Sender: Sender First Name Add

The Nick Name merge field will be replaced by first name if it is empty.


Message:



Dear \$FIRST_NAMES\$ \$LAST_NAMES\$,

I'm excited to announce that our District Governor will be joining us for our next club meeting. Please take this opportunity to invite guests including family members and friends.

Sarah Sunset
Past President
support@clubrunner.ca



body div p

Total characters: 573/100000

Customize emails with personalized greetings and key information by inserting mail merge fields.

Distribution lists by member type are automatically generated. You can also create custom lists for club executives, directors, committees, etc.

eBulletin

The eBulletin is a great way to boost public relations, club image and membership growth and retention.

Create a professional email newsletter quickly by incorporating contents such as stories, news, speakers and events from the website.

Easily personalize the look of your bulletin with custom banners, footers, themes and layouts.

Peace Through Service
Sakuji Tanaka
Rotary International President
2012-13

Lulu Islander

THE ROTARY CLUB OF RICHMOND, B.C. CANADA

chartered April 12, 1962

Tue Jun 11, 2013 Home

*Editor Rebecca Leroy
If you have any comments or questions, please contact the editor.*

Speakers

Jun 12, 2013 No Speaker Fellowship
Jun 26, 2013 New President Induction
View entire list...

Events

2013 Lisbon Convention Jun 23, 2013 - Jun 26, 2013
Summer Barbecue Residence Jun 23, 2013 04:00 PM - 08:00 PM

Website Sponsors

Come and get to Know Us

sun June 23

Reminders

June 23, Summer BBQ - please bring spouse and guest who might be a potential member. [see detail](#)

Looking for Guest Speaker

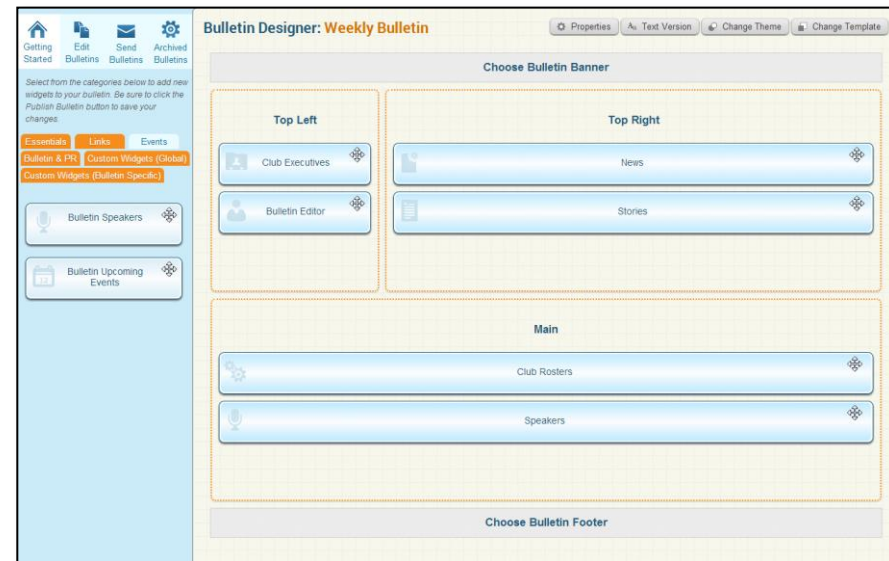
Do you know of any potential speakers or if you have interesting topic to share, please contact our Public Relations Chair. Click on the link at the bottom of the bulletin for more information.

Guest Speaker

eBulletin Content

Editors can focus on the content of the bulletin and not have to worry about the layout or technical issues. Integrating stories, events, announcements and speakers is as simple as selecting a checkbox.

The eBulletin includes a personalized Commitments section at the bottom of each member's email, which contains reminders for all event registrations, volunteer sign-ups, and new member orientation tasks.



eBulletin

Archiving

Create separate groups and editions of your eBulletin, each tailored with their own design and content for your members, prospective members, friends of the club and other contacts.

Quickly and easily build, publish and email your eBulletin, which automatically gets archived and linked to your homepage.

Archived Bulletins

Click on Hide/Show to make the bulletin visible or not visible on your website.

Search:

Group	Date	Name	Published On	Archived On	Visible on Website	Actions
General	Aug 27, 2013	Bulletin 4	Feb 07, 2014	Feb 10, 2014	✓	Hide View Copy Send Delete
General	Feb 01, 2014	Bulletin February 1st 2014	Jan 21, 2014	Jan 21, 2014	✓	Hide View Copy Send Delete
General	Jun 04, 2013	Announcement Bulletin	Nov 05, 2013	Nov 13, 2013	✓	Hide View Copy Send Delete
General	Oct 03, 2013	Rotary Bulletin - issue #13	Oct 08, 2013	Oct 08, 2013	✓	Hide View Copy Send Delete
General	Feb 27, 2013	Bulletin 2	Oct 02, 2013	Oct 03, 2013		Show View Copy Send Delete
General	Sep 26, 2013	ClubRunner Bulletin	Sep 26, 2013	Sep 26, 2013		Show View Copy Send Delete

Contacts

Profile

Integrated with emails and the eBulletin, setup non-member lists to track sponsors, volunteers, supporters, prospective members and more!

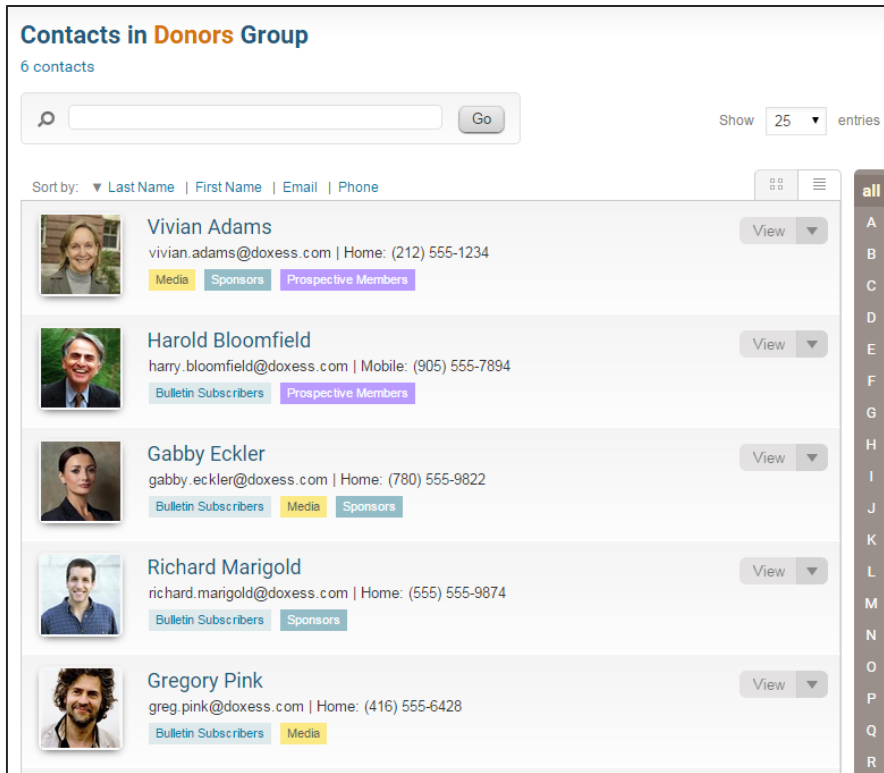
Store:

- First name
- Last name
- Nickname
- Email address
- Birthday
- Anniversary
- Gender
- Addresses
- Phone numbers
- And more!



The screenshot displays a contact profile for Vivian (Viv) Adams. At the top, there is a profile picture of a woman and her name. Below the name, it indicates she belongs to several groups: Donors, Media, Sponsors, and Prospective Members, each with a close button. There is also an 'Assign Groups' link. The profile is organized into tabs: Personal Info, Settings, and Privacy. The 'Personal Info' tab is active, showing a 'Basic Info' section with fields for Title, First Name (Vivian), Nick Name (Viv), Middle Name, Last Name (Adams), and Suffix. It also includes fields for Gender (Female), Birthday (May 13), and Anniversary (Oct 29), with an 'Edit Basic Info' link. Below this is the 'Addresses' section, featuring a 'Primary' address (Business: 100 Main St, Suite 200, New York, NY 12345, United States) and a 'Home' address (25 Terracotta Ave, Brooklyn, NY 12345, United States). Both addresses have 'Edit' and 'Delete' links. There is also an 'Add Address' button. At the bottom, the 'Numbers' section is visible with an 'Add Phone Number' button.

Contacts List



Assign groups to manage your contacts; separate by friends, prospective members, bulletin subscribers, sponsors and more.

Segment and create different distribution lists to send customized emails and event invitations.

Import contacts in bulk & even export contacts to excel!

Event Planner

Organizing and promoting your club's events has never been easier. A listing of upcoming events automatically appears in your eBulletin and on your website, which links back to a detailed event page.

Club members and non-members can register or decline for events with a simple click, no password required. Members can register their guests, include comments and see a reminder of their events in their eBulletin.

Event chairs can print up to date attendee lists, send emails and reminders and even print name tags! Even create online sign-up sheets to easily allow members and non-members to volunteer for tasks!



Event Planner

Print Name Tags

Name tags are very **time-consuming** for events with a **large** number of registrations. ClubRunner takes the pain out of printing name tags by doing it for you! Create name tags for registered attendees and guests.

Annual Rotary Barbeque

[Back to Event Services](#)

Prepare name tags

Create name tags for all registered attendees and guests. Please select the Payment Process and Tag Types, then click the **"Generate"** button

Payment Process ☒ Paid ☐ UnPaid ☐ Guests ☐ All

Select Tag Type

Label Type: Avery 05392 Name Badge Inserts (4" x 3")

Paper Size: 8.5" x 11"

Tag Layout: 3 rows x 2 columns

Volunteers Module

Build your signup lists for virtually any scenario where you need to coordinate people in various commitments, organized by day, task or group.

Create detailed signup lists and further define groups, tasks and time slots.

Register members and the public to help with events.

Great for shifts, volunteers, committee signups or anything involving a schedule.

Manage Volunteer Tasks for Bread & Honey Festival

Drag and drop tasks to change their sequence and groupings.

[Manage Volunteers](#) [Add Group](#) [Add Task](#) [Add Multiple Tasks](#)

[Collapse All](#)

Description	Required	Booked	Date	Start Time	End Time	Actions
▶ Group 1						Add Task Add Multiple Tasks Edit Delete
<input checked="" type="checkbox"/> Greeting Team	2	0	Oct 06, 2014	12:05 PM	5:30 PM	Edit Delete
<input checked="" type="checkbox"/> Booth Duty 1	4	0	Oct 07, 2014	10:00 AM	12:00 PM	Edit Delete
<input checked="" type="checkbox"/> Booth Duty 2	5	0	Oct 08, 2014	12:00 PM	4:00 PM	Edit Delete
<input checked="" type="checkbox"/> Decorating Team	5	0	Oct 09, 2014	8:00 AM	10:00 AM	Edit Delete
<input checked="" type="checkbox"/> Cleaning Team	5	0	Oct 10, 2014	4:00 PM	6:00 PM	Edit Delete
▶ Pre-Event						Add Task Add Multiple Tasks Edit Delete
<input checked="" type="checkbox"/> Promotions	5	0	Oct 14, 2014			Edit Delete
<input checked="" type="checkbox"/> Money Collection	2	0	Oct 18, 2014			Edit Delete

Committees Module

Store your committee lists and information in a dedicated area for your club. All members, chairs and secretaries can be identified and listed and have their own directory listing.

- Create and view all yearly and standing committees along with corresponding chairpersons
- Generate a directory listing of all members within a specified committee by year
- Run reports to see member participation history, or members that are not part of any committee

Member Committee Report

Selection Criteria

Dates:	Members:	Sort By:
<input type="radio"/> Current Year	<input checked="" type="radio"/> All Members	<input type="radio"/> Member, Year, Committee
<input checked="" type="radio"/> All Years	<input type="radio"/> Select a Member:	<input type="radio"/> Member, Committee, Year
<input type="radio"/> Range of Years		<input checked="" type="radio"/> Committee, Member, Year
		<input type="radio"/> Year, Committee, Member
		<input type="radio"/> Year, Member, Committee

From To

☒ Include standing committees
☒ Include district committees

[Generate Report](#)

1 of 43 Export to the selected format Export

Rotary Club of Mississauga City Center

Member Committees Report

All Current Members

For All Years



Ambassadorial Scholarships

Hudson, Daniel	2010 / 2011
Hudson, Daniel	2011 / 2012
Leroy, Susan	2012 / 2013
Watson, Sherry	2010 / 2011

Committees Module

Committees (Enhanced Add-On)

The Enhanced Committees version allows you to foster communication within your committees, by allowing your members to share documents privately. Email members of your committee or sub-committee to keep all communication in one place.

- Post documents and set their security levels to be visible by committee members only
- Create and send targeted emails to committee and sub-committee members
- Create multiple levels of sub-committees

Committee List

[Home](#) > Membership Committee

Current: 2012 - 13

This is my membership committee for 2012-13 [Carry this committee over to next year](#)





















Members							
Sort using first name							
Name	Club	Position	Access Level	Preferred Phone	Home Phone	Work Phone	Actions
Adams, Vivian	Oliver	Chair	Chair	905-555-5555	905-555-5555		 
Baker, Bob	Oliver	Member	Member	905-829-5299	905-829-5299		 
Bell-Eckler, Gabby	Oliver	Administrator	Secretary	(905) 829-5299	(905) 829-5299		 
Beneficio, Carlos	Oliver	Member	Member				 
Brookshaw, Shelly	Oliver	Secretary	Secretary			877-469-2582	 

Total: 5 member(s)

Membership Committee

[Home](#) > Membership Committee

Current: 2012 - 13

Members					
Subcommittees					
Documents					
Email					
Name	Owner	Uploaded File	Date	Authorization	Actions
Main					 
Meeting Minutes					 
May 1 2013	Sarah Sunset	MeetingMinutes.doc	05-02-13	Committee Members	 
April 1 2013	Sarah Sunset	Intro PPT.ppt	04-02-13	Committee Members	 
Rules and Regulations					 
Archive					 
2012					 
2011					 
2010					 
Miscellaneous					 

Attendance Manager

Keeping track of members' attendance is quick and easy. Just add the meeting, then check off those who attended.

Various reports such as Year-to-Date, Semi-Annual and Month-End percentages do all the calculations for you, including handling **make-ups**, **leaves of absence** and **exemptions**.

Don't have Internet access at your meeting venue? Printable attendance sheets make it easy to record each meeting's attendees.

Monthly attendance statistics are created automatically and can easily be sent to your District.

Larger Clubs: Add the optional Barcode Scanner module for convenience.

Rotary Club of Sunnyville							
Attendance From Feb 15 2013 To May 15 2013							Report Date: May 15 2013
Name	Mar 2 2013	Mar 30 2013	Apr 1 2013	Apr 8 2013	Apr 13 2013	Apr 20 2013	Comments
Account, Tim	X		X		X		
Adams, Sue	-	-	-	-	-	-	Exempted: Sep 22 2012; Leave: Sep 5 2012;
Adams, Vivian	X		X	X	X		
Anderson, Jim	X		X	X	X		
Ashland, John	X		X				
Banner, Bruce	X		X		X		Exempted: Jul 15 2012;
Bradeen, Stan	X		X		X		
Brookshaw, Shelly	-	-	-	-	-	-	Joined: May 3 2013;
Bunny, Bob	X		X	X	X		
Carson, Barney	X		X		X		
Crosby, Joe	X		X		X		
Crosby, Ray	X		X	X	X		
Cruz, Tom	-	-	-	-	-	-	Joined: May 3 2013;
Dews, Richard	-	-	-	-	-	-	Left: Mar 25 2013;
Eckler, John	X			X	X		Leave: Apr 29 2013 - May 27 2013;
Smith, Michael	X		X		X		Exempted: Sep 23 2011; Leave: Jun 30 2011 - Jun 30 2011;
Geller, Monica	X		X		X		Exempted: Sep 15 2010;
Guffey, Lori	X		X	X	X		
Smith, Warren	-	-	-	-	-	-	Joined: Apr 22 2013; Exempted: Apr 22 2013;

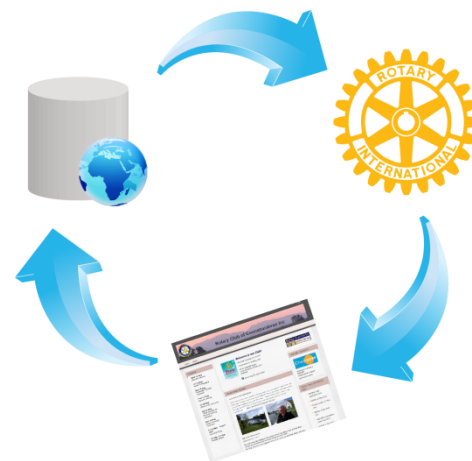
Detailed Attendance Report

Database Integration with RI

ClubRunner is the first vendor to have fully integrated its database with RI and is the leader in terms of the number of fields integrated.

The RI Integration feature syncs:

- Member Information
- Member Terminations
- Club Officers and Executive Information
- Club Information



With the RI Integration feature, you will eliminate countless hours of duplicate data entry, reduce instances of human error, eliminate the need to manually process and send semi-annual reports and instantly update member information at RI's end.

Dues & Billing

Generate invoices and email or print them to members with ease with ClubRunner's Dues & Billing module.

Create invoices by entering a default quantity and amount and apply to all members with one click. Override items, add credits and debits and generate all invoices at once. Email or print invoices for effortless distribution.

Rotary Club of Oliver

3400 Maple Lane
unit 2
Canton, GA 30114
USA

INVOICE

Invoice No: **2298**
Invoice Date: **May 31, 2013**

To: Vivian Adams
2060 Winston Park Drive
Oakville, ON L6H 5R7

Invoice Amount: **\$130.00**

Description	Qty	GST/Fed Tax	PST/State Tax	Unit Price	Amount
Meal	1	0.00	0.00	10.00	10.00
Membership Dues	1	0.00	0.00	120.00	120.00

TOTAL DUE: **\$130.00**

Comments:

Dues & Billing

Payments and Tracking

Track payments made by members either manually or online. Enter adjustments, generate and email account statements for each member, and allow them to view their detailed account history.

Generate debit and credit reports in Excel with start and end balances for each month. Reports lets you see how much is owed by each member, as well as a total for the club.

The self-serve feature lets members securely access their own billing account statements and invoices. With the integrated Online Payment & eCommerce module, members can easily pay their invoices online.

My Transactions

John Smith

You have an outstanding balance of \$270.00

Make a Payment

Type in the amount you would like to pay

Thank you for your payment. Your transaction has been completed successfully.
You will receive an email confirmation with the details of your transaction.

[All Transactions](#) | [Print Report](#)

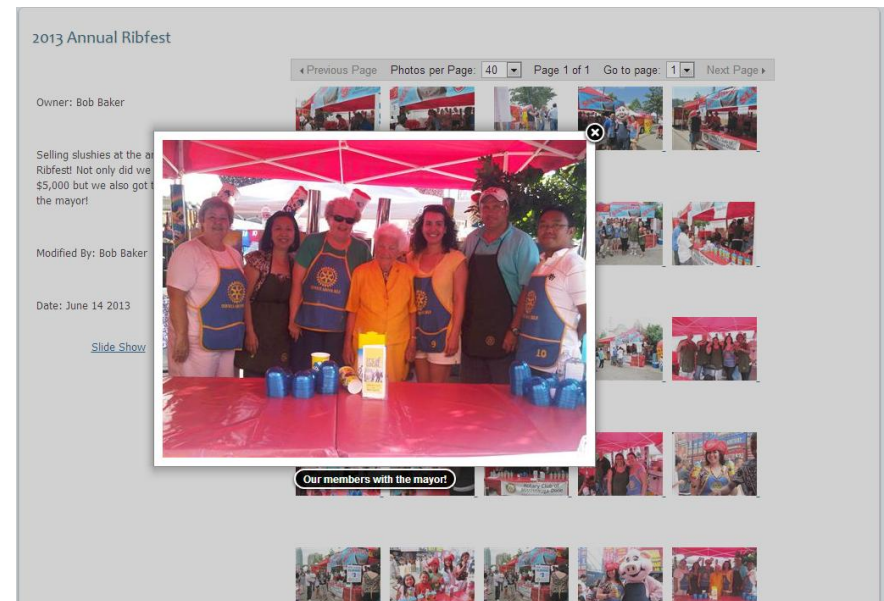
Date	Trans Type	Description	Charge	Payment
Jul 1, 2012	Balance Forward	Previous Balance	\$1,150.00	
Jul 11, 2012	Invoice	Billing Invoice: DUES FOR NEW YEAR (Invoice No:1558)	\$600.00	
Jul 20, 2012	Invoice	Billing Invoice: 2012 Membership Dues (Invoice No:1594)	\$215.00	
Sep 14, 2012	Invoice	Billing Invoice: BOOTCAMP INVOICE (Invoice No:1772)	\$200.00	
Mar 21, 2013	Invoice	Billing Invoice: 2nd Quarter Invoice (Invoice No:2152)	\$90.00	
May 14, 2013	Invoice	Billing Invoice: 2013 3rd Quarter Bill (Invoice No:2284)	\$115.00	
Jun 6, 2013	Online Payment	Credit Card Payment - ID66DGxmfe		\$100.00
Total:			\$2,370.00	\$100.00
			Account Balance	\$270.00

Photo Albums

Showcase your events and the latest happenings in your club to the community and world.

Any member with authorized access can post pictures to your website without the necessary technical and design skills.

ClubRunner handles all the technical aspects of image compression and resizing and publishes your albums in a professional online gallery, complete with captions and a slideshow option.



Custom Reports & Directories

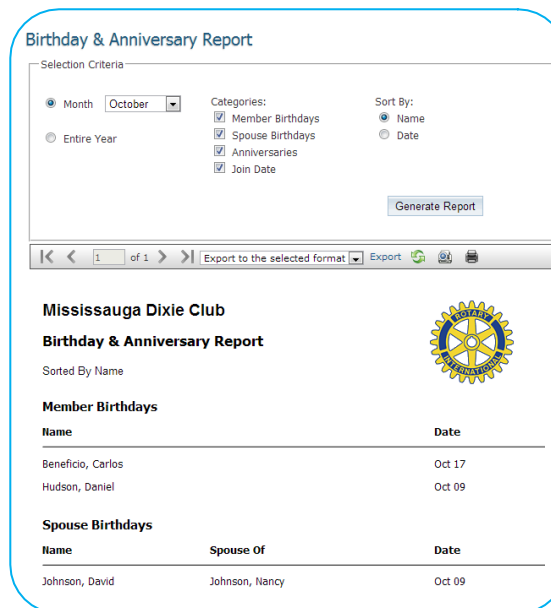
- Reports available in ClubRunner can be exported in either PDF or Excel format.
- Complete with charts and graphs, ClubRunner allows you to create numerous reports to help you keep track of the most important information.
- Choose from the various built-in reports or build our own by choosing the format, layout and data fields.

Custom Reports & Directories

Reports

Built-in reports include:

- Birthday and Anniversaries
- Years of Service
- Rule of 85
- Age Distribution
- Gender Distribution
- Login Activities
- Organization Charts
- Committees
- eDirectory Report Builder
- Club/District Dashboard
- Member Data
- RI Integration Sync
- Missing Email Addresses
- ...and many more!



Download Member Data

1) Select the fields you would like to extract: [Select All](#) | [Unselect All](#)

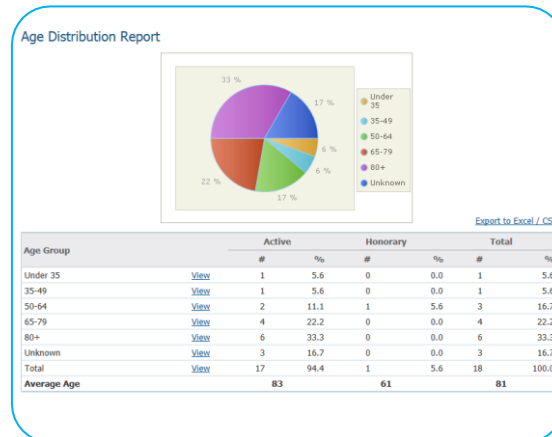
<input checked="" type="checkbox"/> Membership Type	<input checked="" type="checkbox"/> Preferred Address2	<input checked="" type="checkbox"/> Home Phone	<input checked="" type="checkbox"/> Business Zip Code	<input checked="" type="checkbox"/> Original Date Joined
<input checked="" type="checkbox"/> Title	<input checked="" type="checkbox"/> Preferred City	<input checked="" type="checkbox"/> Home Fax	<input checked="" type="checkbox"/> Business Country	<input checked="" type="checkbox"/> Date Rejoined
<input checked="" type="checkbox"/> First Name	<input checked="" type="checkbox"/> Preferred State	<input checked="" type="checkbox"/> Pager	<input checked="" type="checkbox"/> Birthdate	<input checked="" type="checkbox"/> Personal URL
<input checked="" type="checkbox"/> Middle Name	<input checked="" type="checkbox"/> Preferred Zip Code	<input checked="" type="checkbox"/> Cell	<input checked="" type="checkbox"/> Spouse/Partner First Name	<input checked="" type="checkbox"/> Termination Date
<input checked="" type="checkbox"/> Last Name	<input checked="" type="checkbox"/> Preferred Country	<input checked="" type="checkbox"/> Business Phone	<input checked="" type="checkbox"/> Spouse/Partner Last Name	<input checked="" type="checkbox"/> Reason For Termination
<input checked="" type="checkbox"/> Nickname	<input checked="" type="checkbox"/> Address Line 1	<input checked="" type="checkbox"/> Business Fax	<input checked="" type="checkbox"/> Spouse/Partner Nick Name	<input checked="" type="checkbox"/> Date Created
<input checked="" type="checkbox"/> Suffix	<input checked="" type="checkbox"/> Address Line 2	<input checked="" type="checkbox"/> Company Name	<input checked="" type="checkbox"/> Spouse/Partner Birthday	<input checked="" type="checkbox"/> Last Modified On
<input checked="" type="checkbox"/> Gender	<input checked="" type="checkbox"/> City	<input checked="" type="checkbox"/> Position/Title	<input checked="" type="checkbox"/> Anniversary	<input checked="" type="checkbox"/> Access Level
<input checked="" type="checkbox"/> Club Position	<input checked="" type="checkbox"/> State/Province	<input checked="" type="checkbox"/> Classification	<input checked="" type="checkbox"/> Member No	<input checked="" type="checkbox"/> Last Login
<input checked="" type="checkbox"/> Email	<input checked="" type="checkbox"/> Zip/Postal Code	<input checked="" type="checkbox"/> Business Address1	<input checked="" type="checkbox"/> Membership	<input checked="" type="checkbox"/> Place of Birth
<input checked="" type="checkbox"/> Alternate E-mail	<input checked="" type="checkbox"/> Country	<input checked="" type="checkbox"/> Business Address2	<input checked="" type="checkbox"/> Office	<input checked="" type="checkbox"/> Ph # Overseas
<input checked="" type="checkbox"/> Preferred Address	<input checked="" type="checkbox"/> Preferred Phone Type	<input checked="" type="checkbox"/> Business City	<input checked="" type="checkbox"/> Sponsor	
<input checked="" type="checkbox"/> Preferred Address1	<input checked="" type="checkbox"/> Preferred Phone	<input checked="" type="checkbox"/> Business State		

2) Customize the filters you would like to apply:

Member Type:

- ☒ All
- ☐ Only:
 - ☐ Active
 - ☐ Honorary
 - ☐ Corporate
- ☐ Other Users:
 - ☐ Exchange Student
 - ☐ Leave of Absence
 - ☐ Visiting Member
 - ☐ Staff
 - ☐ Corporate Member
 - ☐ Interact
 - ☐ Other
 - ☐ Prospective Member
 - ☐ Rataract
 - ☐ Inactive (Former) Members

[Reset All](#)



Online Payment & eCommerce

Allows for online payments by integrating credit card payments safely and securely into your site

- Integrated with the Dues & Billing Module and MyEventRunner™
 - Choose when and where to allow payments
 - Use the Virtual Terminal
- All funds are deposited into your bank account immediately
- Generate reports linking payment transactions to members and events
 - See exactly who has paid and how much immediately
- Collect donations with the option to setup recurring donations



Club Golf Tournament



Make a payment

PST/State Tax: \$ 0.00
GST/Fed Tax: \$ 0.00
Amount you should pay: \$ 50.00

Please fill in your credit card information

Payment Type

Credit Card Number

Expiry Date

Card Security Value number

First Name

Last Name

Billing Address Line 1

Billing Address Line 2

City

Country

State/Province

Zip/Postal Code

Phone Associated with Credit Card

Email

 / Format MMYY [What is this?](#)

Submit

MyEventRunner™

A powerful do-it-yourself online registration form designer that allows you to build your own form with custom fields and advanced options such as early bird pricing and promo codes.

Accept online registrations from your members and the general public. Integrated with the Online Payment & eCommerce module, you can choose to process payments right away by credit card.

Use MyEventRunner for:

- Auctions
- Event Tickets
- Golf Tournaments
- Fundraiser Sales
- Assemblies
- PETS
- District Conferences
- and more!

The screenshot shows a registration form titled "Rotary Club of Sunnyville 35th Annual Wine Tasting Gala" for September 28, 2012, at the Grand Hotel ~ Sunnyville. The form includes a "CONTACT INFORMATION" section with a "Sign-in" button for existing users. It features two columns for "Your Information" and "Your Partner/Guest Information", each with fields for First Name, Last Name, Badge, Email, Club Name (a dropdown menu), Preferred phone, Secondary phone, Address, Address 2, City, State/Province, Zip/Postal Code, and Country. A "Group" section at the bottom allows selection between "Members and Spouses" (selected) and "Non-Members and Guests". A "Select Options" button is located at the bottom right. A welcome message on the right side of the form states: "Welcome Rotarians and Guests! Please fill in your contact information to proceed with registering for our Wine Tasting Gala. In the next screen you will be able to choose your ticket options, including purchasing a booklet of 10, sponsorship opportunities, and other available options."

Mobile App



Your key to connect to your club on the go!

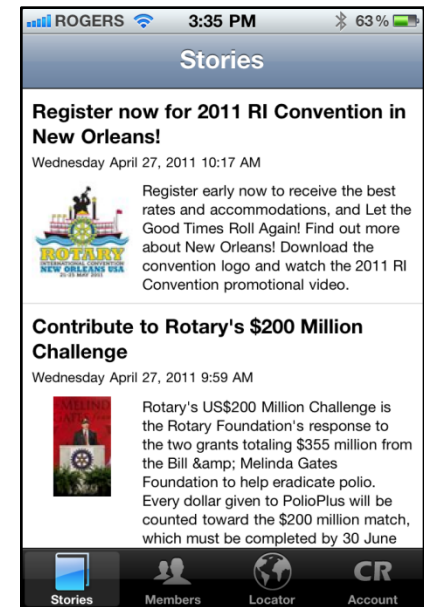
Password protected, just like your website, the ClubRunner Mobile App consists of 3 main modules:

- Member Directory
- Latest Stories Feed
- Rotary Club Locator

Mobile App

Overview

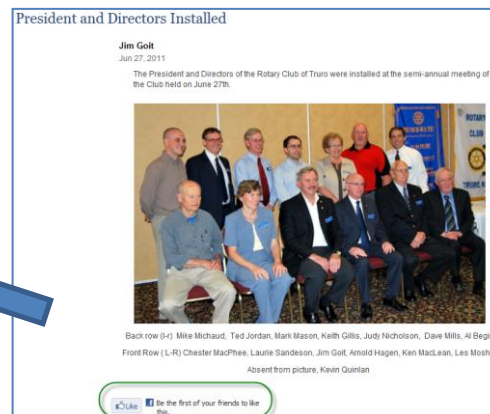
- Member Directory
 - View the most up to date member directory, upon login. Browse through member profiles, make a call to any of their phone numbers, e-mail them directly or add them to your contacts list.
- View Posts on Your Website
 - View the latest feed of home page stories that are on your site directly on your phone.
- Rotary Club Locator
 - Instantly displays a map showing you the closest clubs near you. By clicking on the drop pin, you get access to more information including their meeting day, time, venue and directions from your current location to meeting venue.



Social Media Integration

Use the widget selector to simply drag and drop social media plug-ins such as Facebook to your homepage.

Add share icons throughout your site, making it one click away from being promoted to the world! Additionally, add any RSS feed to instantly display the latest Rotary news headlines to your site visitors!



Sponsorship Feature

Showcase your club's **sponsors** while earning fundraising revenue from your website!

ClubRunner allows your club to sell ad links for your website and upload them directly. This is a **great opportunity** to raise funds from your website.

Ads can be text or image based and can be added to your homepage, subsequent secondary pages and your eBulletin.

You get total control! Set up your own pricing and policies and keep 100% of the revenue!



Affordable Pricing

Monthly Fee Structure

ClubRunner is now available in 3 versions:

Club Size	Admin*	Lite*	Full*
Up to 20	\$17.95	\$16.95	\$22.95
21 – 30	\$23.95	\$22.95	\$28.95
31 – 40	\$27.95	\$29.95	\$34.95
41 – 50	\$31.95	\$34.95	\$39.95
51 – 80	\$36.95	\$39.95	\$45.95
81 – 120	\$46.95	\$49.95	\$57.95
121 – 200	\$55.95	\$59.95	\$68.95
201 – 300	\$73.95	\$79.95	\$91.95
301 – 500	\$90.95	\$99.95	\$114.95

One time setup fee of \$199

Subscriptions include:

- Core modules, hosted in a world class data center
- Disk storage, bandwidth and automated data backup
- Initial upload of your membership data to your site
- Integration with RI's database
- Access to our Knowledgebase and eSupport center
- Dedicated technical support
- Ongoing webinar training

Every subscription comes with a 30-day full money back guarantee.

**Payable annually in advance. Subject to the terms and conditions of the ClubRunner subscription agreement. Prices subject to change.*

What About Security?

You can rest assured that your data is secure and private as ClubRunner is equipped with:

- Unique login names and passwords for each member
- Multi-level access rights for members
- Firewall and anti-virus protection
- Protection features for private information that is not meant for the public
- Backups of your website and membership information automatically made every four hours
- Features that help maintain the privacy of email addresses
- Public Messaging tools that allow for anonymous contacts



Testimonials

Don't take our word for it! Read all about what current users are saying about ClubRunner.

[Click here to our Google reviews](#)

(Internet connection required)

"Just wanted to let you know how much our club likes ClubRunner. It has revolutionized the way that we attract prospects and communicate with current members. Since we launched the website, every weekly speaker and every guest has mentioned that our website is really good. Thanks to ClubRunner!"

Scott L. (Boston, MA)

"ClubRunner is nothing short of phenomenal!"
Robert N. (Islip, NY)

"ClubRunner is fantastic... we struggled for years to get "on-line" and what you have engineered makes it so easy for us to communicate with members as well as with our local community.

Well done!"

Bob A. (North Delta, BC)

"ClubRunner is making my life so much easier as Club President."
George R. (Peterborough, ON)

"ClubRunner gets the information and tools right to our member's fingertips. Communication is easier than before. It is a big time saver – flexible and easy to use yet powerful."
Justin R. (St. Martin)

Let's Get Started!

Subscribing is quick and easy.

Just complete our order form at
www.clubrunner.ca/order and your site will be ready in a
few days!



Try ClubRunner FREE for 30 Days
www.clubrunner.ca/trial



Contact Us

For more information, or to set up ClubRunner for your club or district, please call 1-877-4MY-CLUB, or email us at sales@clubrunner.ca.

Visit us at www.clubrunner.ca to find out more!



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iloveclubrunner.blogspot.com



[ClubRunner Beta & Early Access
Participants Group](#)

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