

ClubRunner App for Cell Phone

- The following is the ClubRunner App just for use with a Cell Phone.



ClubRunner

As a Member of the Rapid City Cosmopolitan Club, you now have access to the **Club Runner App**. You can go to your **App Store** on your cell phone and search for **ClubRunner**. The App will look like the one on the right.



ClubRunner

ClubRunner

OPEN

ClubRunner

When you have the ClubRunner App, you will need to enter your **UserName** and **Password**. If you don't have that Information, contact Rodney Gunn at **rgunn@rap.midco.net** He will be able to reset the Password for you.

ClubRunner

[Home](#)

Enter your login information below:

Username

[Forgot username?](#)

RodneyGunn101337

Password

[Forgot password?](#)



Keep me logged in

[New user?](#)

Login

ClubRunner

After the ClubRunner App is installed and running on your cell phone, you will have access to all the information seen on the right.



Rodney Gunn
Rapid City



Club Menu



Club Members



Club Executives



Club Stories



Club Events



My Club



My Attendance

District Menu



Club Listing



District Executives



District Stories



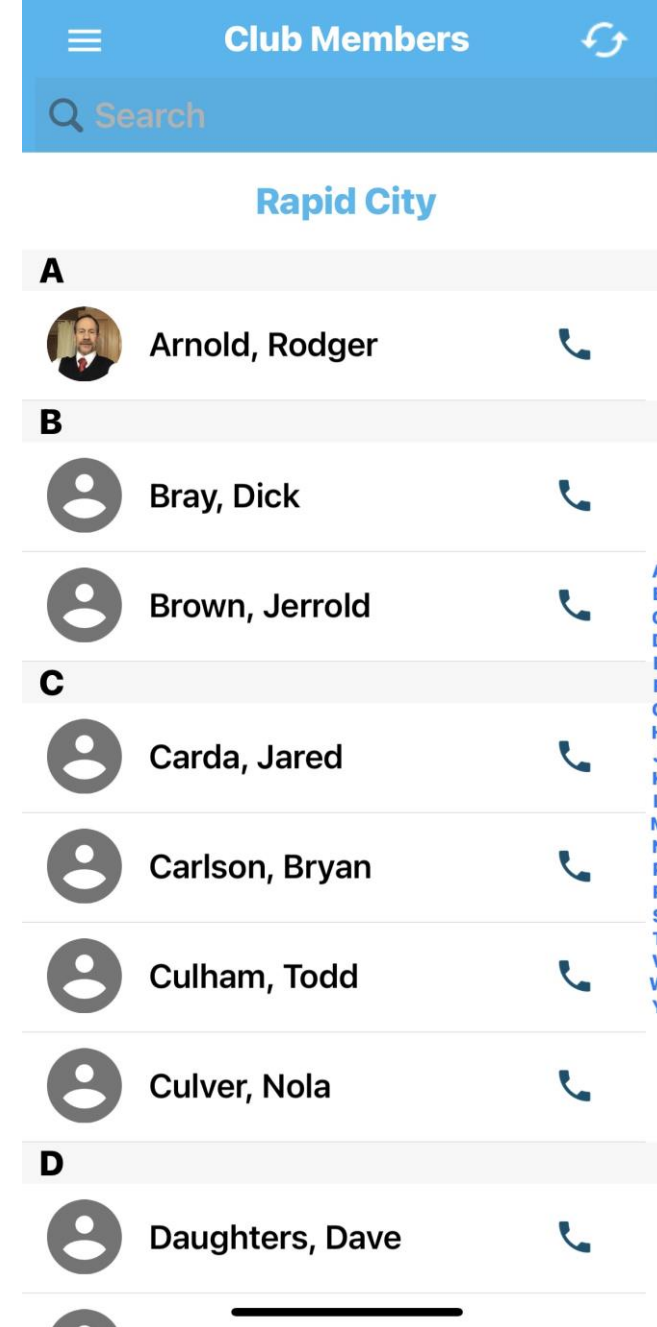
District Events



Sign Out

ClubRunner

On the **Club Member** Page, you have access to all the Club's Members. This will give you their phone number, address, and email address if provided by the Member.



ClubRunner

On the **Club Member_Page**, you have access to all the Club's Members. By clicking on a name, you will have their phone number, address, and email address if it was provided by the member.

< Club Members

Rodney Gunn



Phone

Home (Primary)

+1 (605) 348-8725



Cell

+1 (605) 381-3532



Email

Primary

rgunn@rap.midco.net



Home Address

3309 Hall Street
Rapid City, SD
57702 United States of America



Personal Information



Spouse/Partner: Gloria Gunn

Birthday: Sep 10

Joined Organization: Apr 05 2010
(11 years 11 months)

ClubRunner


On the **Club Executives** Page, you have access to all the Club's Executives and their current Board Positions titles.


 Club Executives 


Rapid City


< 2021-22 >

Executives


 Club President
Trautman, Nancy


 Club Treasurer
Mooney, Lynne


 Club President-Elect
Reuwsaat, Chuck


 Club Sargent at Arms
Daughters, Dave


Other


 Club Board Member
Scholl, Bill

 Club Board Member
Preston, Jim

 Club Board Member
Newell, Michael

 Club Board Member
Keck, Jr., James











 Club Board Member
Ferley, Stephen

 Club Board Member

ClubRunner

On the **Club Stories** Page, you have access to all the Club's Stories that are currently on the Rapid City Cosmopolitan Club Website:

<https://portal.clubrunner.ca/101337>

Club Stories	
	2021 Application For Funds Apr 23, 2021
	2021 Application For Funds Apr 23, 2021
	2021 Cosmopolitan International Conv Sioux Falls Feb 28, 2021
	Valerie Millar Grant Application Feb 10, 2020
	Past Cosmopolitan Presidents Jan 22, 2020
	2019 Application for Funds May 03, 2019
	Cosmopolitan International Big C Award Aug 02, 2018
	Dick Kahler & Frank Short 60 Years of Service Aug 01, 2018
	John Duffield Rookie of the Year 2018 Aug 01, 2018
	Diabetes Alert Dogs

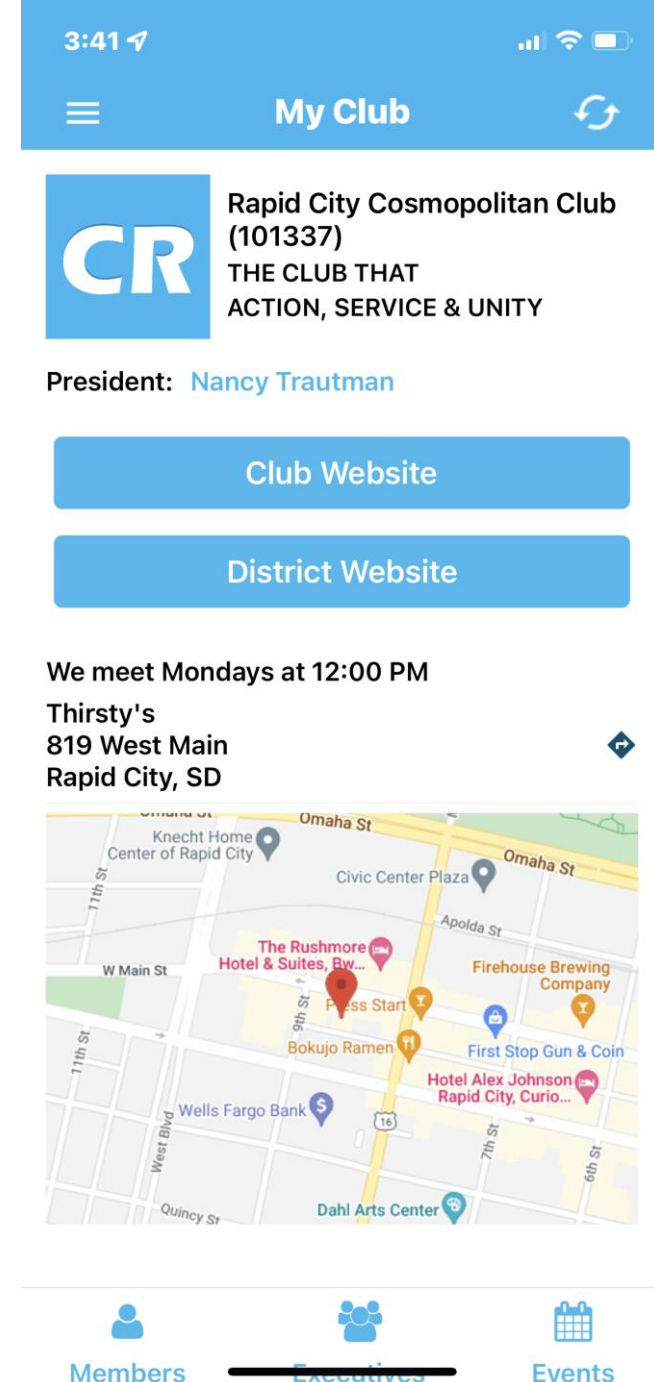
ClubRunner

On the **My Club** Page, you have access to the Rapid City Cosmopolitan Club Website

<https://portal.clubrunner.ca/101337>

When you click on My Club, it will take you to the next page.

This information is only available to cell phones.



RC Club Website


When you are using your cell phone on the RC Cosmopolitan Website, you will have this Page show up on your phone.

If you click on the **3 Bars on the top right side**, it will show the following page.

Search

Rodney Gunn | Member Area | Logout

UPCOMING EVENTS



Fusion Fight Night Black Hills Brawl Sat Feb 26th

Feb 26, 2022 5:30 PM – 9:30 PM
Monument Summit Arena

RC Club Website

After clicking on the 3 Bars on the upper right side, it will take you to this Page. You can click on the Tab you want, and you will see the information contained in that Tab.

[Home](#)

[Cosmopolitan Rays ▾](#)

[Contact Us](#)

[Club Executives](#)

[Event Calendar](#)

[2021 Application For Funds](#)

[JOIN](#)

[DONATE](#)

[Past Cosmopolitan Presidents](#)

[Valerie Millar Grant Application](#)

[Nemo Road Cleanup 2020](#)

[New Membership Application ▾](#)

[Christmas Party 2021](#)


[ClubRunner Information](#)

RC Club Website

When clicking on one of these items such as Cosmopolitan Rays, you will be taken to this Page.

Search

Rodney Gunn | Member Area | Logout



Home

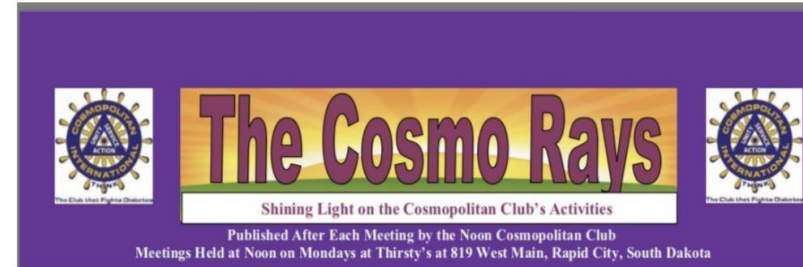
Cosmopolitan Rays ▾

[Cosmopolitan Rays February 14, 2022](#)
[Cosmopolitan Rays Feb 7, 2022](#)
[Cosmopolitan Rays, Jan 24, 2022](#)
[Cosmopolitan Rays Jan 10, 2022](#)
[Cosmopolitan Rays December 20, 2021](#)
[Elevate Rapid City Part one](#)
[Elevate Rapid City Part Two](#)
[Members at Elevate Rapid City](#)
[Dick Kahler Part One](#)
[Dick Kahler Part Two](#)
[Cosmopolitan Rays December 6, 2021](#)
[Cosmopolitan Rays November 29, 2021](#)
[Cosmopolitan Rays November 22, 2021](#)
[Rays July 19, 2021](#)

RC Club Website

By clicking on one of the dates, you will see the information contain in that article.

Cosmopolitan Rays, Feb 14, 2022



Cosmopolitan Noon Luncheon

February 14,
2022

- RC Cosmo Club News and Notes
Cosmopolitan Noon Luncheon
Monday – Feb 14, 2022
- The Rapid City Cosmopolitan
Club met Monday –
February 14, 2022, at
Thirsty's,
- For Valentines Day.

Nancy Trautman
called the Meeting
to Order at 12:00
PM.

For Valentines Day



RC Club Website

On this Page, you have access to Cosmopolitan Rays, New Member Application etc. This all appears in the top of the page.

You will need you be logged in to access all information.

Use the Member Log-In Box in the Upper right. Enter the **Username** and **Password** if prompted.

CR Welcome | Rapid City Cosmopol... X rgunn@rap.midco.net - Mail - M X CR Home Page | Rapid City Cosmop... X

https://portal.clubrunner.ca/101337


Search Member Login

Home Cosmopolitan Rays ▾ Contact Us Club Executives Event Calendar 2021 Application For Funds JOIN

DONATE Past Cosmopolitan Presidents Valerie Millar Grant Application Nemo Road Cleanup 2020

New Membership Application ▾ Christmas Party 2021


UPCOMING EVENTS

 Fusion Fight

Rapid City Cosmopolitan Club Next Meeting

The next meeting of the Rapid City Cosmopolitan Club will be Monday, February 28th at Thirsty's at 12:00 PM. If you are interested in what the Club does and would like to attend the meeting, you are more than welcome to attend the meeting and we will buy your lunch. If you are reading this and find the following phrase on our website, "the best" please send me an email to: rgunn@rap.midco.net. If you find it and are the first to find it, we will buy your next lunch at one of our meetings at Thirsty's

Website Sponsors

 West River Electric Association, Inc.
Your Tomorrow's Energy Cooperative
"Powering You For A Brighter Future"

Interested in being a sponsor?
[Download the website sponsorship guide](#)

EVENTS CALENDAR

Type here to search

4:08 PM 2/24/2022

Club Runner for Laptops and Computers

- The following Information is for Accessing ClubRunner using Laptops and Computers. Using this gives you Full Access to ClubRunner Website.



ClubRunner

For the Club Executives and Event Coordinators, you will have access to the **Site Administrators Page** information. This is accessed at the following Website.

<https://admin.clubrunner.ca/101337/welcome>

You can access this site on your cell phone, but to get the full page, it is much better to use a laptop, or a computer.

The screenshot shows the ClubRunner website interface. At the top, a dark blue header displays "Rapid City Cosmopolitan" on the left and "Welcome, Rodney Gunn [Logout] Home English" on the right. Below this is a bright blue navigation bar with links: Admin, My ClubRunner, Communication, Bulletin, New Bulletin (Beta), Contacts, Membership, Organization, Attendance, Website, New Website (Beta), Reports, and Events. A second row of links includes Volunteers, Donations, and Help. A light gray sub-navigation bar contains: Admin, Admin (Classic), Club Info & Settings, Edit Privacy Policy, ClubRunner Mobile, Help Guides, Webinars, Contact Support, and Community. The main content area has a left sidebar with "Download the Mobile App" and "Access your member directory on the go!". The main heading is "Site Administrators". A yellow banner contains a "Friendly Reminder!" that the ClubRunner subscription expires on Feb 28, 2022, with a link to view the account statement. Below this is a breadcrumb trail: Site Administrators > Executives > Editors > Members > Members. The footer features a large blue banner with the text "Welcome back, Rodney!" and a message about the newly redesigned Site Administrator dashboard.

Rapid City Cosmopolitan

Welcome, Rodney Gunn [Logout] Home English

Admin My ClubRunner Communication Bulletin New Bulletin (Beta) Contacts Membership Organization Attendance Website New Website (Beta) Reports Events

Volunteers Donations Help

Admin Admin (Classic) Club Info & Settings Edit Privacy Policy ClubRunner Mobile Help Guides Webinars Contact Support Community

Download the Mobile App

Access your member directory on the go!

Site Administrators

Friendly Reminder!

Your ClubRunner subscription expires on **Feb 28, 2022**. An invoice has already been emailed to your Treasurer.

[Click Here](#) to view your account statement. Questions? Email us at support@clubrunner.ca.

Site Administrators Executives Editors Members Members

Welcome back, Rodney!

This is your newly redesigned Site Administrator dashboard. Access all the tools and resources you need to gain membership success.

ClubRunner

This page allows you to access the Information located in the Blue Bar at the top of the page.

The screenshot displays the ClubRunner website interface for Site Administrators. At the top, a dark blue header bar contains the site name "Rapid City Cosmopolitan" on the left and a user greeting "Welcome, Rodney Gunn [Logout] Home English" on the right. Below this is a prominent blue navigation bar with a list of menu items: Admin, My ClubRunner, Communication, Bulletin, New Bulletin (Beta), Contacts, Membership, Organization, Attendance, Website, New Website (Beta), Reports, and Events. A secondary, lighter blue bar contains links for Volunteers, Donations, and Help. A grey sidebar on the left side of the page includes links for "Download the Mobile App" and "Access your member directory on the go!". The main content area features a "Site Administrators" heading, followed by a yellow banner with a "Friendly Reminder!" about a subscription expiration on Feb 28, 2022, and a link to view the account statement. Below the banner is a horizontal menu with tabs for Site Administrators, Executives, Editors, and Members. The bottom section of the page has a blue background with the text "Welcome back, Rodney!" and a message about the newly redesigned Site Administrator dashboard.

Rapid City Cosmopolitan

Welcome, Rodney Gunn [Logout] Home English

Admin My ClubRunner Communication Bulletin New Bulletin (Beta) Contacts Membership Organization Attendance Website New Website (Beta) Reports Events

Volunteers Donations Help

Admin Admin (Classic) Club Info & Settings Edit Privacy Policy ClubRunner Mobile Help Guides Webinars Contact Support Community

Download the Mobile App

Access your member directory on the go!

Site Administrators

Friendly Reminder!

Your ClubRunner subscription expires on **Feb 28, 2022**. An invoice has already been emailed to your Treasurer. [Click Here](#) to view your account statement. Questions? Email us at support@clubrunner.ca.

Site Administrators Executives Editors Members Members

Welcome back, Rodney!

This is your newly redesigned Site Administrator dashboard. Access all the tools and resources you need to gain membership success.

Club Runner

Once you click on an item in the Blue Bar, it will bring in all the information located within that Tab.

The screenshot displays the Club Runner website interface for the Rapid City Cosmopolitan. At the top, a dark blue header contains the site name and a user greeting: "Welcome, Rodney Gunn [Logout] Home English". Below this is a prominent blue navigation bar with tabs for "Admin", "My ClubRunner", "Communication", "Bulletin", "New Bulletin (Beta)", "Contacts", "Membership", "Organization", "Attendance", "Website", "New Website (Beta)", "Reports", and "Events". A secondary bar below it includes "Volunteers", "Donations", and "Help". A light grey bar further down lists "Admin (Classic)", "Club Info & Settings", "Edit Privacy Policy", "ClubRunner Mobile", "Help Guides", "Webinars", "Contact Support", and "Community".

The main content area is titled "Site Administrators" and features a yellow banner with a "Friendly Reminder!" that the user's ClubRunner subscription expires on Feb 28, 2022, with a link to view the account statement. Below the banner is a sub-navigation bar with "Site Administrators", "Executives", "Editors", "Members", and "Members". The bottom section is a large blue banner with the text "Welcome back, Rodney!" and a message about the newly redesigned Site Administrator dashboard.

Rapid City Cosmopolitan

Welcome, Rodney Gunn [Logout] Home English

Admin My ClubRunner Communication Bulletin New Bulletin (Beta) Contacts Membership Organization Attendance Website New Website (Beta) Reports Events

Volunteers Donations Help

Admin Admin (Classic) Club Info & Settings Edit Privacy Policy ClubRunner Mobile Help Guides Webinars Contact Support Community

Download the Mobile App

Access your member directory on the go!

Site Administrators

Friendly Reminder!

Your ClubRunner subscription expires on **Feb 28, 2022**. An invoice has already been emailed to your Treasurer.

[Click Here](#) to view your account statement. Questions? Email us at support@clubrunner.ca.

Site Administrators Executives Editors Members Members

Welcome back, Rodney!

This is your newly redesigned Site Administrator dashboard. Access all the tools and resources you need to gain membership success.

Blue Bar Information.

1. **Administration Bar.** This is the Site Administrator Dashboard, Access all the tools and resources you need.
2. **My ClubRunner.** This page shows your Profile, Commitments, Attendance, Committees, Directories, Email Message Center, Account Balance, Email History and Friends.
3. **Communications Bar.** This shows Email Services, Email Traffic Report.
4. **Bulletin Bar.** This shows Manage Bulletins, Bulletin Subscribers.
5. **New Bulletin** (Beta) Shows Manage Bulletins.
6. **Contacts Bar.** Shows Welcome, Manage Contacts, Manage Groups, Merge Contacts.
7. **Membership Bar.** Shows Members List, Member Designations, Friends, Request Member Update, Download Member Data, Search Member Directory, GDPR Pseudo Anon?.

Rapid City Cosmopolitan

Welcome, **Rodney Gunn** [Logout] Home English ▼

Admin

My ClubRunner

Communication

Bulletin

New Bulletin (Beta)

Contacts

Membership

Organization

Attendance

Website

New Website (Beta)

Reports

Events

Volunteers

Donations

Help

Admin

Admin (Classic)

Club Info & Settings

Edit Privacy Policy

ClubRunner Mobile

Help Guides

Webinars

Contact Support

Community

Blue Bar Information.

1. **Organization Bar.** Shows Executives & Directors, Commitees, Dues and Billing, Documents, Venue Map, Meeting Respossibiliyes (Duty Roster).
2. **Attendance Bar,** Shows Dashboard, Meetings.
3. **Website Bar.** Shows Website Designer and Website Content.
4. **New Website (Beta).** Shows Welcome, Home Page Designer, Create New Page, Custom Page Library. Manage Templates.
5. **Reports Bar.** Shows eDirectory Reports, eDirectory Builder 2.0.Club Dashboard, Years of Service, Age Distribution, Gender Distribution, Member Login Activity, Birthday and Anniversaries.
6. **Events Bar.** Shows Event Planner, Event Types, Speakers, MyEventRunner, Calendar Items (Recurring), Event Planer Templates.

Rapid City Cosmopolitan

Welcome, **Rodney Gunn** [Logout] Home English ▼

Admin

My ClubRunner

Communication

Bulletin

New Bulletin (Beta)

Contacts

Membership

Organization

Attendance

Website

New Website (Beta)

Reports

Events

Volunteers

Donations

Help

Admin

Admin (Classic)

Club Info & Settings

Edit Privacy Policy

ClubRunner Mobile

Help Guides

Webinars

Contact Support

Community

Blue Bar Information.

1. **Volunteer Bar** Shows Welcome, View Signup List, View Archived List, Email Templates, Notification Settings.
2. **Donations Bar**. Shows Donation Settings, Donation Report, Donation Email Templates, Help.
3. **Help Bar**. Shows Support Centre, On Demand Demos, Webinars, Updates, Submit a Ticket.

Rapid City Cosmopolitan

Welcome, **Rodney Gunn** [Logout] Home English ▼

Admin

My ClubRunner

Communication

Bulletin

New Bulletin (Beta)

Contacts

Membership

Organization

Attendance

Website

New Website (Beta)

Reports

Events

Volunteers

Donations

Help

Admin

Admin (Classic)

Club Info & Settings

Edit Privacy Policy

ClubRunner Mobile

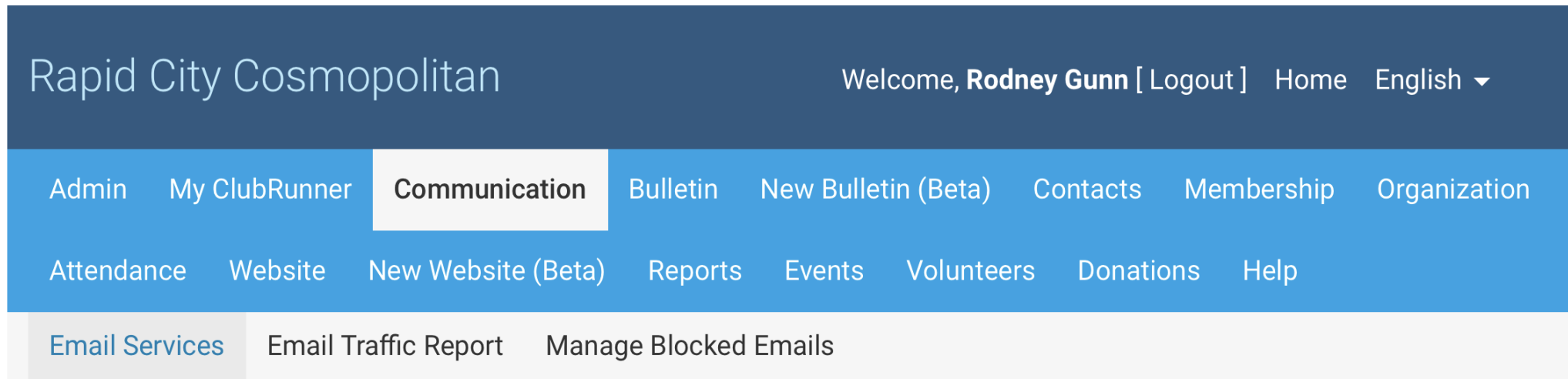
Help Guides

Webinars

Contact Support

Community

To compose an Email to Club Members, Click on **Communications**, then in the Section below the Blue Bar, and **Email Services** will appear. Clicking on that tab, you will be taken to the following page.



[← Go back](#)

Club Communication

To modify or resend a message to the same recipients, click the Resend option. Use the Copy option to copy the email with the selected recipients.

Show All Emails

Show My Emails Only

Active Emails 

 Compose new message

To compose an Email to Club Members, Click on **Compose new message**, then in the Section below the Blue Bar, **Email Services** will appear. Clicking on that tab, you will be taken to the following page.

↑ 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 (0/83)
- ☐ ☐ Other Users (0/1)
- ☐ ☐ Inactive Members (0/95)
- ☐ ☐ Custom Distribution Lists (0/12)
- ☐ ☐ Contact Groups (0/311)

Composing An Email

In the Upper Left Side, you will see **Step 1**. This gives you a listing of Groups for certain Email Listings

1. Active and Honorary Members. By Clicking the + Sign, It will show you the members displayed in that group, there you can click on the group that you wish to email.
2. Contact Groups. When clicking this, it shows Board Members, Dick Kahler Email List, Friends, Rush Hockey, Civic Center Contacts, Sponsors and Volunteers. By clicking the box next to the Group you want, this will send Email to all those in that Group.
3. **Step 2**. Enter the Subject of the Email.

Create Email

Last saved on Feb 24, 2022 at 7:11 PM

↑ 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 (0/83)
- ☒ ☐ Other Users (0/1)
- ☒ ☐ Inactive Members (0/95)
- ☒ ☐ Custom Distribution Lists (0/12)
- ☒ ☐ Contact Groups (0/311)

Step 2:

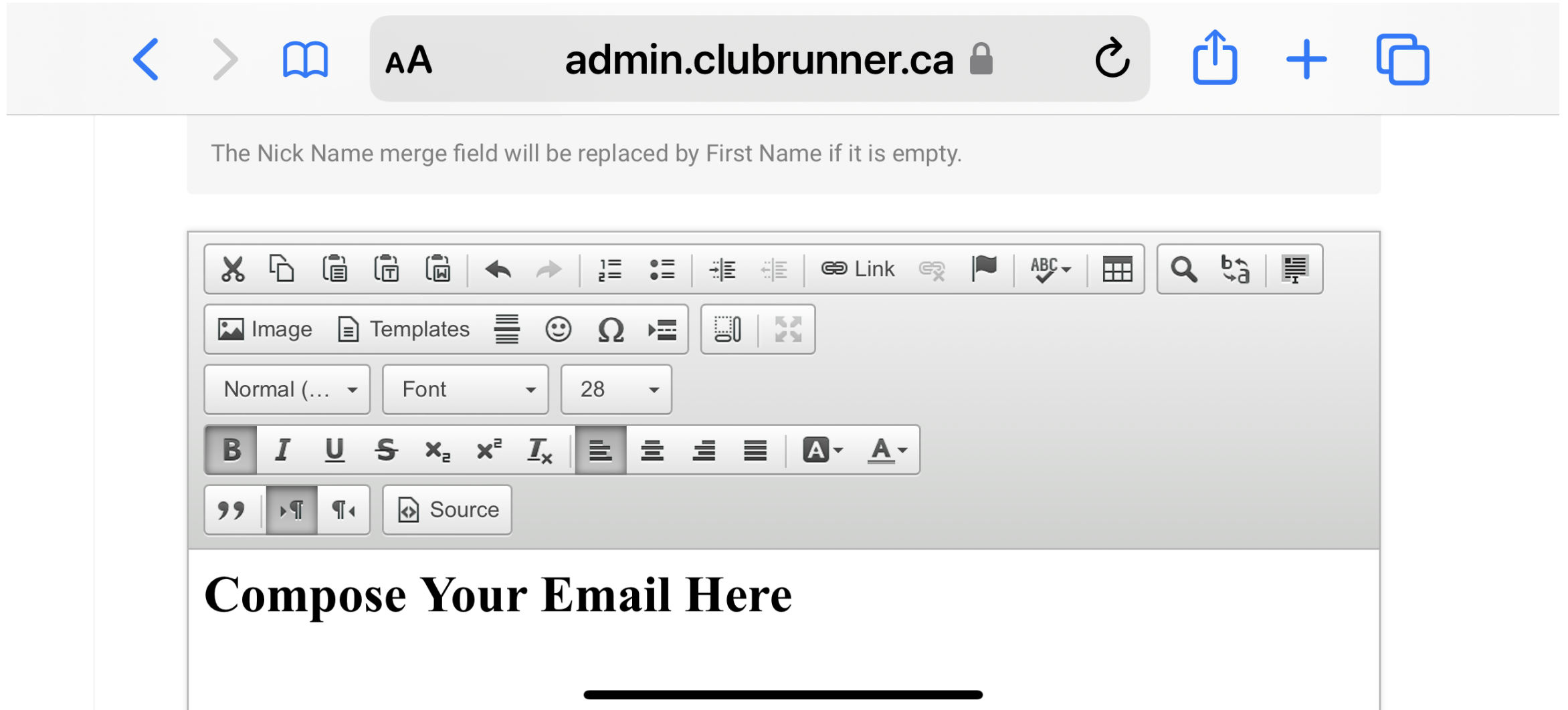
Enter your email subject and message.

Subject

*

[-] Templates and Merge Fields

In this space, you can compose your Email.



After composing your Email, click on the **Send Button**. Now your Email will be sent automatically to those you have selected.

☐ Include link to list of recipients

A link to view the list of recipients will be included in the footer of the email

☐ Copy me on this email

Step 5:

You can send the email right now, or click on schedule to choose when you would like to send it.

☒ Send right now

☐ Schedule

Save as Draft

Send to Myself

Send

[← Go back](#)