



Welcome to ClubRunner!

District Training Presentation to Clubs

Press <space> or left-click on mouse to advance to the next slide

What is ClubRunner?

Congratulations! Your District is subscribed to ClubRunner, a software service that manages club and membership information as well as facilitate easier communication between the District and its clubs.

ClubRunner...

- Is a private software company that has been serving thousands of Rotary clubs worldwide for nearly 10 years.
- Was created by and is operated by 3 Past Presidents in Canada
- Is the largest software provider to Rotary clubs worldwide, in six continents
- Was the first company to integrate its database with Rotary International in November 2010 and is the leader in terms of fields integrated
- Is an Official Rotary International Licensee

What Does ClubRunner Do?

ClubRunner will help your district with the following tasks:

- Seamlessly integrate the **district database** with Rotary International, securely
- Produce **unlimited reports** to help identify membership growth
- Maintain **organizational charts** with committee structures
- Maintain club executive/director listings, accessible by Rotarians in the district
- Generate password-protected **district directories** in several formats
- Track and report **club attendance**
- Send out targeted and personalized **email communication and newsletters**
- Manage **event registrations** and reporting, with **online payment**
- Allow every club to login and maintain their own information

District Website

The screenshot shows the website for Rotary District 7120 New York. At the top, there is a navigation bar with links: Home, About Us, Foundation, New Generation, Membership, PR, News, RI Partnerships, Calendar, Contact US, and Login. The main content area is divided into several sections:

- District Info:** Organization Chart, Photo Organization Chart, When/Where Clubs Meet, Club Directory & Contact.
- District Committees Links:** District Activities, District Assembly, District Baseball Game, District Conference, District Friendship Exchange, District Golf Tournament, District Hockey Game, District Literacy, Gov. Elect Hospitality.
- Rotary Links:** Rotary International, RI President Home, Object of Rotary, Joining Rotary, Rotary History, Rotary Foundation, For New Members.
- Stories:** A featured article titled "Welcome to District 7120" dated Mar 13, 2011, with a photo of District Governor Jeff and Diane Krans. The text says: "District Governor Jeff and Diane Krans welcome you to the new District 7120 webste. We hope you will take a few miutes to look over this site to learn what Rotary and the Rotarians in our District are involved in." Below this is a link for "District Assembly 2011" dated Mar 13, 2011, with a photo of a school building and text: "The 2011 District Assembly is being held at the Bloomfield Central School. Registration starts at 7:30 AM and the Assembly will start 8:00 AM. We encourage all Rotarians to attend this event to help prepare your club for the 2011/2012 Rotary year. Click on the District Assembly link in the menu for full details. More...". Below that is a link for "District 7120 2011 Conference" dated Mar 13, 2011, with a photo of a large building and text: "The 2011 District Conference is being held in historic Gettysburg, PA from April 29 till May 1st. We hope that you will join many other Rotarians for this fun filled event where you will have the opportunity to meet Rotarians from all over the District. The Penn Yan...".
- District & Club Events:** A calendar for April 2011. The calendar shows dates from 01 to 30. An orange arrow points to the date 08.
- Polio Eradication:** A banner for the "Progress for the US\$200 Million Challenge for polio eradication" with a goal of \$200 million by 30 June 2012. It shows a child and a progress bar at \$160 million. A red button says "Donate now to help Rotary achieve a polio-free world." Below this is an "RSS" section with links for "Rotary International", "Rotarians respond to Japan earthquake, tsunami", and "Quote of the Month: Moving onward".

Access useful content aimed for club executives and Rotarians

Access the publicly available Club and District Info

Calendar for upcoming District events

Access links to other websites related to Rotary

Club Directory

The Club Directory page displays all clubs, their meeting days and times, along with President names, and links to club websites

Choose from
Alphabetical listing or
Sorted by Meeting
Day/Time

Club Directory & Contact

ID#	Club	President	Internal	External	Map	Meeting Day and Time
4757	Avon	Johannes Koomen		Website	Map	Tuesday 6:00 PM
4758	Bath	Bernard Burns			Map	Thursday 12:00 PM
4759	Belmont	James Arthur			Map	Wednesday 6:00 PM
4761	Bloomfield	Donald Cicchino		Website	Map	Monday 7:30 AM
4762	Brighton	Richard Marchese		Website	Map	Monday 6:00 PM
4763	Brockport	Fred Kimmel		Website	Map	Thursday 6:15 PM
4764	Caledonia-Mumford	Chris Wood		Website	Map	Tuesday 6:00 PM
4765	Canandaigua	Linda Collins		Website	Map	Thursday 12:15 PM
4766	Canisteo	Linda Mullen			Map	Wednesday 12:00 PM
26837	Chemung County Sunrise	RC Ike		Website	Map	Wednesday 7:00 AM

When & Where Clubs Meet

Club	President	Location	Map	Meeting Day and Time
 Bloomfield	Donald Cicchino	Location	Map	Monday 7:30 AM
Naples	William Grove	Location	Map	Monday 12:00 PM
 Geneseo	Matthew Gavnor	Location	Map	Monday 12:15 PM
 Brighton	Richard Marchese	Location	Map	Monday 6:00 PM
 Gananda	Dawn Reeners	Location	Map	Monday 6:00 PM
 Fairport	Robert Hunt	Location	Map	Monday 6:15 PM
 Livonia	George Harvey	Location	Map	Monday 6:15 PM
 Spencerport	William Ewsuk	Location	Map	Monday 6:15 PM
 Williamson	James Hoffman	Location	Map	Monday 6:15 PM
 Waterloo	Paula Kenny	Location	Map	Monday 6:30 PM

Club Details Page

Clicking on a club name will display details for that club, including:

- Meeting day/time
- Meeting location
- Assistant Governor
- Club President
- Executives/Directors
- Committees
- Upcoming Speakers
- Upcoming Events
- Link to Club Bulletin
- Link to Club Site

Rotary Club of Elmira (#4774)



Meeting Information:
 Tuesday at 12:00 PM
 Elmira Riverview Holiday Inn
 760 E. Water Street
 Elmira NY 14901-3399
 United States



[View map](#)

Area Governor: Katrina Stanton



[View Club Bulletin](#)



[Club Website](#)



[Business Cards View](#)

Upcoming Speaker Program

Kaye Newbury, Mar 19, 2013
 Sheriff Chris Moss, Apr 9, 2013
 Sherry Auble, Financial Coach & Financial Planner, Jun 5, 2013

[View complete list](#)

Upcoming Club Events

No events to display.

[View complete list](#)

President

Name	Please login to view contact info
Karl Schwesinger	

Club Executives

Title	Name	Please login to view contact info
President Elect	Thomas Brown	
Vice President	Amanda Harkness	
Secretary	Polly Smith-Blackwell	
Treasurer	Andrew Rothstein	

Club Directors

Title	Name	Please login to view contact info
Club Service	Laura Lee Liberatore	
Vocational Service	M. Edward Lincoln	
Community Service	David Lamoureux	

Committees

No committees found for this club.

District Organization Chart

Displays all District Executives, Officers, Assistant Governors and their clubs and executives, committee directors and sub-committee chairs.

Links go to a private email form to allow members to be contacted by public without divulging email addresses.

Organization Chart

[Previous Year](#) | **Current Year: 2010-11** | [Next Year](#)

District Governor

Title	Name
District Governor	Jeffrey Krans (Penn Yan)

District Executives

Title	Name
District Governor Elect	Norma Madavaq-Reilly (Newark Rotary Club)
District Governor Nominee	J. Gaven Hurley (Pittsford)
District Governor Nominee Designate	Ellen Hughes (Waterloo)

District Officers and Directors

Title	Name
District Secretary	William Redden (Lima)
Assistant District Secretary	Bruce Spector (Pittsford)
District Treasurer	Charles Clemens (Elmira Heights)
Assistant District Treasurer	Thomas Rogers (Canandaigua)
Assistant District Treasurer	Alan Rosbrook (Victor-Farmington)
Foundation Director	Donald Alhart (Rochester)

District Photo Organization Chart

Photo Organization Chart

[Switch to list view](#)

◀ Previous Year | **Current Year: 2012-13** | Next Year ▶

Displays all District Executives, Officers, Assistant Governors and their clubs and executives, committee directors and sub-committee chairs.

Links go to a private email form to allow members to be contacted by public without divulging email addresses.

District Governor



District Governor
J. Gaven Hurley
Pittsford

ⓧ ⚙ ⓧ ⓧ ⓧ



District Executives



District Governor Elect
Ellen Hughes
Waterloo

ⓧ ⓧ



District Governor Nominee
Scott MacDonell
Clifton Springs

ⓧ



District Governor Nominee Designate
William Gormont
Greece

ⓧ ⓧ



District Officers and Directors



District Secretary
Linda Wyse
Ontario-Walworth

ⓧ ⓧ ⓧ



Assistant District Secretary
Marc Kreuser
Newark Rotary Club

ⓧ ⓧ



District Treasurer
Thomas Rogers
Canandaigua



Private Email Form

General Email Message

Send email to David Rands

Enter your email address and the message you want to send.

To: David Rands

Your First Name:

Your Last Name:

Your Email Address:

Subject:

Message:



Enter the above code here:

Can't read? Try different words.

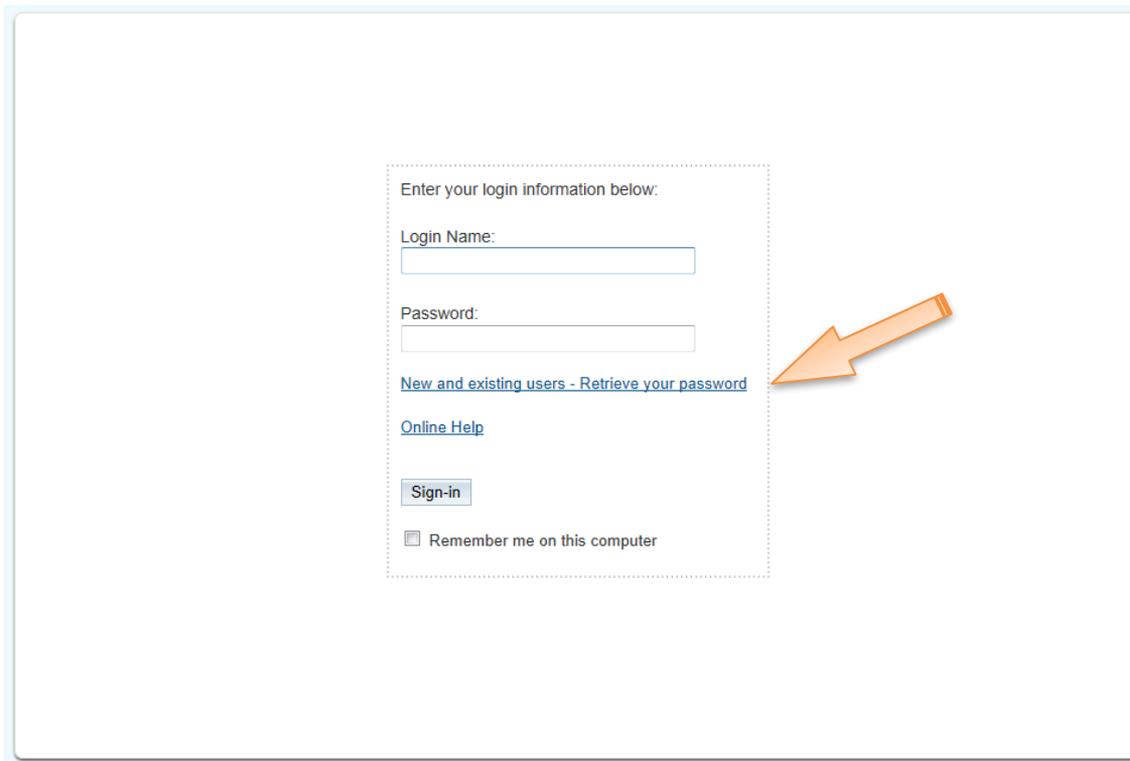
Logging In

- Start at the District homepage, located at: www.clubrunner.ca/XXXX (Where XXXX is your District #)
- Click on the Login link at the top right. All members in the District can login. The system will recognize your level automatically and grant you the appropriate access.



Logging In – Request Password

- On the Login page, click on ‘New and Existing Users – Retrieve Your Password’



Enter your login information below:

Login Name:

Password:

[New and existing users - Retrieve your password](#)

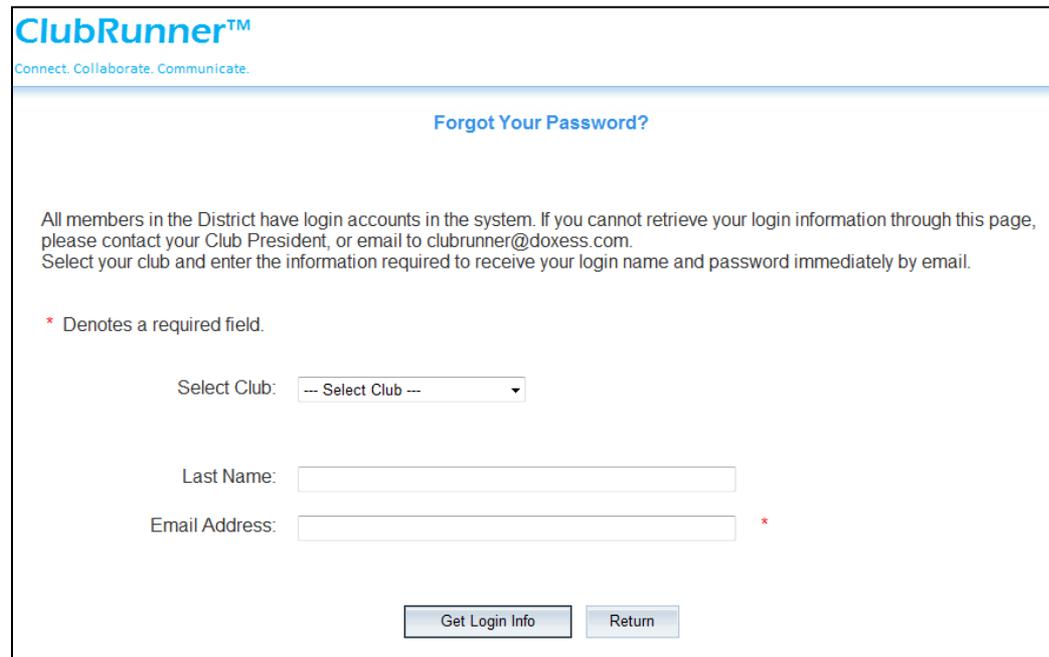
[Online Help](#)

Remember me on this computer

An orange arrow points to the link 'New and existing users - Retrieve your password'.

Logging In – Request Password

- Choose club from list, enter last name and email address
- Press Get Login Info button. Watch for the email to arrive in your inbox.



ClubRunner™
Connect. Collaborate. Communicate.

Forgot Your Password?

All members in the District have login accounts in the system. If you cannot retrieve your login information through this page, please contact your Club President, or email to clubrunner@doxess.com. Select your club and enter the information required to receive your login name and password immediately by email.

* Denotes a required field.

Select Club:

Last Name:

Email Address: *

Access Levels to Members Area

There are 3 main levels of access to the Communication Intranet:

- **District Level** – can access and maintain all District organization charts, as well as all Club listings
- **Club Executive Level** – can access and update all information pertaining to your club and members, including attendance reporting, club executive listings, and membership adds/edits/terminations.
- **Member Level** – can access and update your own membership profile directly regardless of position in club or district. Can also access district directories once logged in.

Launchpad

Your starting point when logged into the District site.

District links
[Edit Launchpad Message](#)

RI Integration
There are still 14 clubs that have not activated RI Integration in your district.

Community
[Start a Discussion](#)

Need Help?
[Access Support](#)

Welcome, Sarah!
Your last district login was on Tuesday, March 12, 2013

My Profile
Update your personal information, change your password, and other preferences.

My Club's Info
For club executives, update your member data, attendance, officers, and meeting information.

Calendar
View and register for upcoming events, and create new district events.

Website
Design the layout, theme, and content of the district website.

Communication
Send emails, bulletins, and other notices to all members and groups within the district.

Reports
View, download, or print the district directory or export member data.

Membership
View and modify all club and membership data in the district.

Organization
View and modify all club and district executives, directors, and committees.

Attendance
Update club attendance, send reminders, and access attendance reports.

Membership This Month

- 1 new members
- 0 terminated members
- 2 unique logins

16 total clubs
198 total active members
10 total honorary members

[See more statistics](#)

RI Integration This Month

6 updates in total
[See all updates](#)

- 0 address changes
- 3 email changes
- 2 executive changes
- 1 new members
- 0 phone number changes
- 0 club meeting info changes
- 0 fax number changes
- 0 member name changes
- 0 member terminations

Website Activity This Month

- 0 new stories
- 0 new news
- 2 events created by district
- 2 events created by clubs

System Notices

[ClubRunner Service Updates](#)

Please note that we will be performing a service update to ClubRunner. This will occur between Saturday, March 16th at 11PM and Sunday, March 17th at 3AM Eastern Time. Thank you for your patience and continued support for ClubRunner.

November 2012 - Release Notes Available on [Service Updates](#) page.

What can Regular Members Do?

Once logged in, any Rotarian in the District can:

- Update their own membership profile
- View and download district directory reports
- Search for members in the online directory
- Register for any District event
- Access District Committees and view/post info if a member of that committee

What Can Club Executives Do?

Everything a regular member can do, plus:

- Update their club membership listing
- Specify current and next year's club executives
- Update their club information such as meeting time, date, location, and website address
- Report monthly attendance
- Register members for district events

District Directories & Reports

All members can download a Word or PDF version of the District Directory, which is generated from all the data on the website

Choose from a variety of district directories, search the directory, view trend reports such as the District Dashboard, Age/Gender Distribution reports. View a report showcasing club positions. Build a custom report with the eDirectory builder.

Search Directory
Lookup Member

Custom Export

eDirectory Builder
Don't see a report that suits your needs? Build a custom report with our highly flexible eDirectory Builder!
[Launch eDirectory Builder](#)

Trend Reports
[Club Size/Growth Report](#)
[District Dashboard](#)
[Rule of 85](#)
[Gender Distribution \(Summary\)](#)
[Gender Distribution \(Members\)](#)
[Age Distribution \(Summary\)](#)
[Age Distribution \(Members\)](#)
[Years of Service Distribution \(Summary\)](#)
[Years of Service Distribution \(Members\)](#)

Club Positions
View and download members in a particular club position for all clubs.
[Export Club Positions](#)

Rotary District 9999 eDirectory
Please note the date of the report to ensure you are using an up-to-date version. Click on the Regenerate button to request a refreshed copy, which will be done overnight.

[Previous Year](#) | **Current Year: 2012-13** | [Next Year](#)

Yearly Reports	Generated	
Club and District Leadership Directory Alphabetical listing by city and Club. Includes contact information for club leadership, club committee assignments and district assignments.	Jan 30, 2013	Regenerate Word PDF
Club Executives and Directors Club Executives and Directors description	Jan 30, 2013	Regenerate Word PDF
Club Presidents Double column layout of all Presidents with photo and full contact information.	Never	Regenerate Word PDF
Committees Double column layout of all committees along with committee chair names and email addresses.	Never	Regenerate Word PDF
District Organization and Presidents District Organization and Presidents	Never	Regenerate Word PDF
District Organization and Presidents (Photo) District Organization and Presidents	Never	Regenerate Word PDF
District Organization and Presidents * District Organization Chart and listing of all Club Presidents.	Nov 16, 2011	Regenerate Word PDF
District Organization Chart District Governor and Officers (including AG's) along with photos and full contact information.	Nov 28, 2012	Regenerate Word PDF
District Organization Directory Photos and contact information for District executive leadership, senior assistant governors, assistant governors, club presidents, district committee chairs, advisors and chairs for major district events and activities, and Rotaract and Interact governors. Listings include club affiliation.	Never	Regenerate Word PDF
Standing Reports	Generated	
Club Information Double column layout of all clubs in the District along with meeting information.	Nov 28, 2012	Regenerate Word PDF
club photo directory blah	Never	Regenerate Word PDF
Test64	Nov 29, 2012	Regenerate Word PDF

Reports available include:

Club size/Growth Report

District Dashboard

Rule of 85

Gender and Age Distribution

Years of Service Distribution

District Directories & Reports

A sample of one of the available directories.



Rotary International
District 9999 Directory

Date: August 8,

Members can print this at home, or save on their computer for future use.

A text version of the download is also available for import into Handhelds or contact software.

Name	Position	Club	Email	Home Tel	Work Tel
Brad Pitt	District Governor	Sunnytown	support@clubrunner.ca		
Leslie Reinhart	governor elect	Sterling Heights			
Bruce Street	Secretary	Belleville	clubrunner@doxess.com		
Mike Wilson	Treasurer	Westmount	support@clubrunner.ca		
April Wilkins	District Trainer	Dawson Creek	clubrunner@doxess.com		
April Wilkins	RYLA Chair - 2005	Dawson Creek	clubrunner@doxess.com		
Homer Simpson	District Assistant Governor	Anaheim	support@clubrunner.ca		
Louise Hanson	District Assistant Governor	Sunnytown	support@clubrunner.ca	555-1234	555-8675
Bill Wilson	Vocational Services	Dawson Creek	clubrunner@doxess.com		
Carl Carlson	President	Anaheim	clubrunner@doxess.com		
Homer Simpson	President-Elect	Anaheim	support@clubrunner.ca		
Lisa Simpson	Secretary	Anaheim	clubrunner@doxess.com		
Marge Simpson	Treasurer	Anaheim	support@clubrunner.ca		
Bruce Street	President	Belleville	clubrunner@doxess.com		
Crystal Warden	President-Elect	Belleville	clubrunner@doxess.com		
Crystal Warden	Secretary	Belleville	clubrunner@doxess.com		
Bill Wilson	President	Dawson Creek	clubrunner@doxess.com		
April Wilkins	Secretary	Dawson Creek	clubrunner@doxess.com		
Leslie Reinhart	President	Sterling Heights			
Leslie Reinhart	Secretary	Sterling Heights			
John Joyce	Treasurer	Sterling Heights			
Sarah Nelson	President	Sunnytown	support@clubrunner.ca	905-555-8989	905-555-0396
Cynthia Wong	President-Elect	Sunnytown	support@clubrunner.ca		
Laura Gibbons	Secretary	Sunnytown	support@clubrunner.ca	555-1234	555-9090
Ian Davies	Treasurer	Sunnytown	support@clubrunner.ca		
Steven Shen	President	Test Club	steven.shen@doxess.com		
jenni jenni	President-Elect	Test Club	jennie.jiang@doxess.com		
Prospective Jiang	Secretary	Test Club	jennie.jiang@doxess.com		
Don Brown	President	Westmount	clubrunner@doxess.com		
Linda Harris	President-Elect	Westmount	support@clubrunner.ca		
Joe Johnson	Secretary	Westmount	clubrunner@doxess.com		

District Directories & Reports

To easily find members of a club, you can search the district database by first or last name, email address or classification.

Search Member

Search for any member in the District use any of the following fields. All fields are combined to perform the search. Member records that begin with the First name and Last name criteria are returned. Records that partially contain the words under Classification are returned. Searches by email must use a complete address.

Club:

First Name:

Last Name:

Email:

Classification:

Search Member

1 Result(s) Returned

Click on the plus sign  to expand listing. Click on the envelope icon  to email a member.

Email	Name	Club	Classification	Work Phone
	 Sarah_Sunset	Oliver	Management	905-555-0396

Page 1 of 1

1

Search Again

Club:

First Name:

Last Name:

Email:

Classification:

Once results are returned, they will appear in a list format. Click on a name to view contact details. Click on the email icon to email the member.

Committees Management

Create, manage and store all committees lists along with designated Chairpersons, Secretaries and members.

The screenshot displays the ClubRunner web application interface for managing committees. The top navigation bar includes tabs for Admin, For Clubs, For Members, Membership, Organization (selected), Communication, Website, Reports, Attendance, Events 2.0, and Help. Below this is a secondary navigation bar with links for District Organization Chart, District Committees, Define Club Position Types, Define Club Executives, District eDirectory Reports 2.0, and District eDirectory Builder 2.0.

The main content area is titled 'Committees' and shows the current year as '2012 - 13'. A table lists the following committees:

Name	Chair	Type	Actions
District Assistant Governor (Director: Nickname Fermán)			Add New Committee
District Committee	Ron Murrell		Print Delete Refresh Add
Secretary (Director: Mario Lemieux)			
Foundation			Print Delete Refresh Add

Total: 2 committee(s)

Committees Management

Create subcommittees

Post documents

Send emails to committee members

You have the option of duplicating this committee record for the next Rotary Year

ClubRunner™
Connect. Collaborate. Communicate.

Welcome, Jeffrey [Logout] | Admin Home Page | [A] [A]

Rotary District 98

Admin Communication Membership Website Organization For Clubs For Members Attendance Help

District Organization Chart | Committees

Committee List
Home > Committee with Subcomm

Current: 2010 - 11

[Carry this committee over to next year](#)

Members Subcommittees Documents Email

Sort using first name [Add Member](#)

Name	Club	Position	Access Level	Home Phone	Work Phone	Actions
Proctor, 30 Tas	Mississauga	Member				
Proctor, 40 Tas	Mississauga	Member				
Yang, Felix	Mississauga	Chair				
Zhang, Lana	Mississauga	Secretary				
Zhang, Lana	ComDocSer Test	Member				
Рыбков, Максим	Mississauga	Member			709 738 0422	

Total: 6 member(s)

[Go Back](#)

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Club Executive Functions

 My Profile <i>Update your personal information, change your password, and other preferences.</i>	 My Club's Info <i>For club executives, update your member data, attendance, officers, and meeting information.</i>	 Calendar <i>View and register for upcoming events, and create new district events.</i>
 Website <i>Design the layout, theme, and content of the district website.</i>	 Communication <i>Send emails, bulletins, and other notices to all members and groups within the district.</i>	 Reports <i>View, download, or print the district directory or export member data.</i>
 Membership <i>View and modify all club and membership data in the district.</i>	 Organization <i>View and modify all club and district executives, directors, and committees.</i>	 Attendance <i>Update club attendance, send reminders, and access attendance reports.</i>

Active Members List

Add New Member

Mark Ex to Terminate

Click on any name to Edit

Active Members List

Select Club:

Members per Page:

[All](#) [A](#) [B](#) [C](#) [D](#) [E](#) [F](#) [G](#) [H](#) [I](#) [J](#) [K](#) [L](#) [M](#) [N](#) [O](#) [P](#) [Q](#) [R](#) [S](#) [T](#) [U](#) [V](#) [W](#) [X](#) [Y](#) [Z](#)

[Add New Member](#)

Email	<input type="checkbox"/> By First Name	Name ▲	Type	Acc	Action
		Aaron, Mike	Corporate	50	Designation Mark Ex Reset Password
		Abby, Joe	Active	70	Designation Mark Ex Reset Password
		Abram, John	Honorary	70	Designation Mark Ex Reset Password
		Adams, Vivian	Active	50	Designation Mark Ex Reset Password
		Andersen, Andru	Active	90	Designation Mark Ex Reset Password
		Anderson, Brian	Active	80	Designation Mark Ex Reset Password
		Beneficio, Carlos	Active	80	Designation Mark Ex Reset Password
		Body, Busy	Active	30	Designation Mark Ex Reset Password
		Brookshaw, Shelly	Active	30	Designation Mark Ex Reset Password
		Campbell, Barry	Active	70	Designation Mark Ex Reset Password
		Campbell, Timothy	Active	50	Designation Mark Ex Reset Password
		Chappell, Barbara	Active	50	Designation Mark Ex Reset Password
		Connery, Paul	Active	80	Designation Mark Ex Reset Password
		Considine, Lee	Active	50	Designation Mark Ex Reset Password
		Copher, James	Active	50	Designation Mark Ex Reset Password
		Courchaine, Paul	Active	50	Designation Mark Ex Reset Password
		Cuthbertson, Toni	Active	70	Designation Mark Ex Reset Password
		Davidson, Joe	Active	50	Designation Mark Ex Reset Password
		Davidson, Stuart	Active	70	Designation Mark Ex Reset Password
		Davis, Mark	Active	70	Designation Mark Ex Reset Password
		Evans, Adrian	Active	40	Designation Mark Ex Reset Password
		Fagan, Laurie	Active	70	Designation Mark Ex Reset Password
		Farnsworth, Frank	Active	30	Designation Mark Ex Reset Password
		Faulkner, Ken	Active	70	Designation Mark Ex Reset Password
		Ferguson, Sarah	Active	70	Designation Mark Ex Reset Password

Total Members: 110 (106 Active + 3 Honorary + 1 Corporate)

Member Profile

Member Profile

Member Profile



Christine Lee
[Printable Version](#)

[Update](#)

Personal | **Rotary** | **Biography** | **Commitments** | **Settings**

[Edit](#)

Member Details

Title	Ms.	Gender	Female
First Name	Christine	Birthdate	Apr 08 2009
Middle Name	A.	Anniversary	Jun 17 1997
Last Name	Lee	Spouse/Partner First Name	James
Nickname	Chris	Spouse/Partner Last Name	Lee
Suffix		Spouse/Partner Nick Name	Jim
Preferred Address	Home	Spouse/Partner Birthdate	Oct 02 2009
E-mail	christine@clubrunner.ca	Alternate E-mail	christine@hotmail.com

**All emails will only be sent to the primary email address*

Home

Address Line 1	300 Main St. W	Home Phone	905-555-1234
Address Line 2	Suite 1	Cell	905-555-9876
City	Mississauga	Home Fax	905-555-5837
State/Province	ON		
Zip/Postal Code	L5H 1E3		
Country	Canada		

Work

Company Name	Doxess	Position/Title	Support Specialist
Address Line 1	2155 Dunwin Dr	Business Phone	905-608-2321
Address Line 2	Suite 28	Business Fax	905-608-2338
City	Mississauga	Website URL	http://www.doxess.com
State/Province	ON		
Zip/Postal Code	L5L4M1		
Country	Canada		



Click on various tabs to access more information.

Edit Club Information

Oliver



Meeting Information:

Monday at 7:30 AM
 ClubRunner Office
 2060 Winston Park Drive
 Oakville ON L5V2W8
 Canada



[View map](#)

Area Governor: [José Fermán](#)



[View Club Bulletin](#)

Click on Edit Club Info to make changes



[Edit Club Info \(Online\)](#)

Upcoming Speaker Program

No speakers to display.

[View complete list](#)

Upcoming Club Events

[test, Mar 11, 2013](#)
[Rib Fest, Apr 25, 2013](#)

[View complete list](#)

Edit Executives



[Edit Executives & Directors](#)



[Business Cards View](#)

President

Name	Preferred Phone
Julie Headlam	

Club Executives

Title	Name	Preferred Phone
Treasurer	Richard Madison	Home: (310) 555-0975
Secretary	Bill Souter	

Club Directors

Title	Name	Preferred Phone
Public Relations Director	Sarah Sunset	Home: 905-555-8989
Webmaster	Toni Cuthbertson	
Director 1	Stuart Davidson	

Committees

Name	Chair
Line Dancing	
Membership Committee	

Edit Club Executives

Switch to Next
Rotary Year
listing



[View Next Year's Executives & Directors](#)

Add New
Position



[Publish Changes to Home Page](#) | [Add New Position](#)

Page 1

Sequence	Title	Position	Name	Action
	<input type="text"/>	-- Select Position Title --	Select Member -- Select Member --	Save Cancel
10	President	President	Timmermann, Peter	Edit Clear Delete
40	Secretary	Secretary	Brown, Jennifer	Edit Clear Delete

Page 1



When adding a position, select the closest match under Position. This will ensure this person receives district communications relevant to their title.

Club Attendance Report

Number of Members refers to final count as of end of month

Fill in the numbers

Monthly Attendance of Oliver

[Enter Previous Year Attendance](#)

	Number of Members	New Members	Terminated Members	Number of Meetings	Attendance Percentage
July 2012	<input type="text" value="23"/>	<input type="text" value="2"/>	<input type="text" value="2"/>	<input type="text" value="2"/>	<input type="text" value="2"/> %
August 2012	<input type="text" value="56"/>	<input type="text" value="5"/>	<input type="text" value="2"/>	<input type="text" value="4"/>	<input type="text" value="60"/> %
September 2012	<input type="text" value="45"/>	<input type="text" value="2"/>	<input type="text" value="0"/>	<input type="text" value="4"/>	<input type="text" value="89"/> %
October 2012	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/> %
November 2012	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/> %
December 2012	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/> %
January 2013	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/> %
February 2013	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/> %

Save

Then press Save

As of 3rd week of month, new line appears

Rotary Integration

Opt-in must be done in two places: RI and ClubRunner

1) Link to RI

RI Database Integration

We are pleased to announce that RI Database Integration is now available on ClubRunner! This new feature will automatically update member records at Rotary International Headquarters within 2 hours of being updated on ClubRunner, using API integration. For help information [click here](#).

In order to begin using this feature, there are **two steps** that need to be completed by your club:

1. **Opt in at Rotary International's Member Portal.** Login as a club officer and look for the Partner Organization link. Select ClubRunner as your authorized partner and follow the steps outlined within that page to agree to the terms and conditions. Here is a direct link to that page:

<http://www.rotary.org/en/secureselfservice/Pages/AddVendorOrganization.aspx>

2. **Opt in by selecting the checkbox below.** Note that once you do this, ClubRunner will begin to transmit your member information updates to Rotary International as soon as any changes are made to your active members' profiles, whether the change was made by the member or a club executive.



2) Checkbox to opt in



Switch on Data Integration between ClubRunner and RI for all active member records within my club.

Note that all members will now be set to opt into the fields the club has selected below. Any members who wish to opt out of specific fields can update their preferences under the Privacy tab of their profile.

I agree to the [Terms and Conditions](#) of this integration.

Integration confirmed on 22/03/2011 4:06:30 PM EST by Sarah Sunset

Customize fields privacy

Choose Club RI Integration Privacy

- | | |
|--|--|
| <input checked="" type="checkbox"/> Allow Name | <input checked="" type="checkbox"/> Allow Home Phone |
| <input checked="" type="checkbox"/> Allow Home Address | <input checked="" type="checkbox"/> Allow Cell Phone |
| <input checked="" type="checkbox"/> Allow Business Address | <input checked="" type="checkbox"/> Allow Business Phone |
| | <input checked="" type="checkbox"/> Allow Home Fax |
| | <input checked="" type="checkbox"/> Allow Business Fax |
| | <input checked="" type="checkbox"/> Allow Primary Email |

Update Privacy



Privacy

- No personal information or email address ever exposed on public website
- Member's access to information is restricted based on his or her role in the District or Club
- Strict Privacy Policy assures you that ClubRunner will not release data to third party in any form
- Member can customize privacy level based on fields
- Read our [Privacy Policy](#)



Club Version of ClubRunner

- Not a requirement to participate in updating District communication intranet
- Provides your club with your own website and portal
- Club-level directories, email and document management
- Higher detail of attendance tracking
- Event management
- Dues & billing (sending out invoices, not accounting)
- Branded Club newsletter
- Database integrated with District and Rotary International
- More info at www.clubrunner.ca

Support and Help Guides

ClubRunner Contacts & Resources

Subscriber Community Portal
community.clubrunner.ca

On Demand Video Tutorials
www.clubrunner.ca/videos

Webinar Training
www.clubrunner.ca/webtraining

eSupport Center
www.ClubRunnerSupport.com



Email ClubRunner
Support at:

support@clubrunner.ca