

# AOMC Club Administration Seminar 17<sup>th</sup> June 2017 - Membership Database

Does your club have difficulty keeping track of members, and their cars?

**All incorporated associations are required to maintain accurate records of members, while VicRoads require Clubs to keep accurate records of financial members and the cars they have in the CPS, which means that all Clubs have a responsibility to collect and maintain accurate records. This is an activity that many Clubs have struggled with**

As Clubs grow the task of accurate record keeping gets more and more difficult, but developing a database specifically for that purpose is beyond the capability of most Clubs. Many Clubs have implemented their own solutions, involving databases, spreadsheets or paper lists but they often become a millstone around the neck of those who volunteer their time to come up with a solution. So the ability to share the day to day responsibility for maintenance of an easy to use database is also an important consideration. Over the years the AOMC has received a number of requests from clubs seeking suitable software with which they can manage their membership database and also CPS vehicles.

In 2013 Mark Fenton of the Chrysler Restorers Club made a presentation to an AOMC Delegates Meeting on some of the computer facilities and software used by his Club. He has since enhanced some of the software to allow use by any club, and he has now made this software available to all AOMC member clubs .. gratis! This software is now in regular use by many Clubs, and is often updated with new features requested by other Clubs. It is NOT Apple compatible

Some key features are:

- Handles club member details including vehicles
- Will handle over 500 members and 1000 vehicles
- Produces member mailing lists for Hardcopy and Emails, and many useful reports
- Imports/exports data to/from Excel or other databases or file formats
- Either operates as a single user database or can be share by multiple users via the www (OneDrive, Google Drive or Dropbox)
- Can be used with the FREE MS Access database runtime (which may be downloaded free from Microsoft)
- Generates refreshed reports automatically after editing, to share with other Committee or CPS team members (auto sync via the web)
- Generates renewal forms annually to aid accurate record keeping
- can be used for mail merging or to generate email list for bulk email mailing lists

Although not included in the database itself, functionality is also available asin with CPS photo archiving

To download a sample database, or install your own copy, download it from the links on the AOMC homepage or from

<http://www.emailform.com/builder/form/08Ack90bdd> or follow the link at the Chrysler Restorers Club webpages at:

[http://www.chryslerclubvic.org.au/index.php?p=1\\_9](http://www.chryslerclubvic.org.au/index.php?p=1_9)

The screenshot displays the MCC Member & Vehicle Register software interface. It includes a 'Main Switchboard' with a 'Current Member Count' showing 47 members and 6 non-members. A 'Maintain Member Details' window is open for a member named BURY, showing their personal information and vehicle details. A 'MEMBER REGISTER' table is also visible, listing members and their vehicles.

No.	Name	Address	Telephone	Mobile	Email	SubPmt	Notes
2	ALSWICKER, GEORGE & WINE	14 DORCHESTER COURT WOODHAM	VC 3894	01 9376 7307	9048 9483	email@chrysler.com.au	
10	APRIL, COLA & ALEX	14	VC 41	01 9376 7307	9048 9483	email@chrysler.com.au	
13	BARLING, WENDY & IAN	10000 TPO GREENBROOKSH	VC 2888	01 9376 7307	9048 9483	email@chrysler.com.au	
51	BURN, WOLFGANG	11 MAYGIBBS ST WONTNAGGI	VC 3885	01 9376 7307	9048 9483	email@chrysler.com.au	
53	CHAGLAT, ERIC & ALEX	11 MAYGIBBS ST WONTNAGGI	VC 3885	01 9376 7307	9048 9483	email@chrysler.com.au	
52	CHAPMAN, IAN & SUPRIE	10788 BROADWAY PRESIDENT CHURCH	VC 3894	01 9376 7307	9048 9483	email@chrysler.com.au	
27	DELANEY, JONAS ALEX	17 CHALMERS STREET PERIPHER GULLY	VC 3766	01 9376 7307	9048 9483	email@chrysler.com.au	
34	ELDERFIELD, ERIC & IAN	110 GARDNER STREET PRESIDENT GULLY	VC 3894	01 9376 7307	9048 9483	email@chrysler.com.au	
28	EDWARDS, JOHN & ALEX	110 GARDNER STREET PRESIDENT GULLY	VC 3894	01 9376 7307	9048 9483	email@chrysler.com.au	
55	FLANNERY, COL	110 GARDNER STREET PRESIDENT GULLY	VC 3894	01 9376 7307	9048 9483	email@chrysler.com.au	
35	GODDARD, JOHN & ALEX (LAWYER)	110 GARDNER STREET PRESIDENT GULLY	VC 3894	01 9376 7307	9048 9483	email@chrysler.com.au	
31	GODDARD, JOHN & ALEX (LAWYER)	110 GARDNER STREET PRESIDENT GULLY	VC 3894	01 9376 7307	9048 9483	email@chrysler.com.au	
30	GODDARD, JOHN & ALEX (LAWYER)	110 GARDNER STREET PRESIDENT GULLY	VC 3894	01 9376 7307	9048 9483	email@chrysler.com.au	
57	HALL, GREGORY & ALEX	110 GARDNER STREET PRESIDENT GULLY	VC 3894	01 9376 7307	9048 9483	email@chrysler.com.au	
58	HARRISON, IAN	110 GARDNER STREET PRESIDENT GULLY	VC 3894	01 9376 7307	9048 9483	email@chrysler.com.au	
32	HODGE, BRUCE & ALEX	110 GARDNER STREET PRESIDENT GULLY	VC 3894	01 9376 7307	9048 9483	email@chrysler.com.au	
33	JACK, IAN	110 GARDNER STREET PRESIDENT GULLY	VC 3894	01 9376 7307	9048 9483	email@chrysler.com.au	
36	JONES, IAN & SUPRIE	110 GARDNER STREET PRESIDENT GULLY	VC 3894	01 9376 7307	9048 9483	email@chrysler.com.au	
26	KENT, JOHN & ALEX	110 GARDNER STREET PRESIDENT GULLY	VC 3894	01 9376 7307	9048 9483	email@chrysler.com.au	
37	KERR, IAN & ALEX	110 GARDNER STREET PRESIDENT GULLY	VC 3894	01 9376 7307	9048 9483	email@chrysler.com.au	
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