

**Want an online booking system?  
 Want to save your Booking Officer and Membership Officer time?  
 Want to keep your membership database up to date?  
 Want a marketing tool for new members?**

## Club System

### The Comprehensive Ski Club Website and Online Booking System

- Check bunk availability and book online
- Accept, decline or cancel bookings online
- Have members update their personal details
- Keep the master database backed up
- Create subscription invoices automatically
- Communicate with members
- Archive club records



### What is Club System?

The first version of the website was built by Emma McLeod in 2002 for Boomerang Ski Club as a simple informational website. Since then EM Development has been formed and significant development work completed to make Club System into a comprehensive website and online booking system for ski clubs.

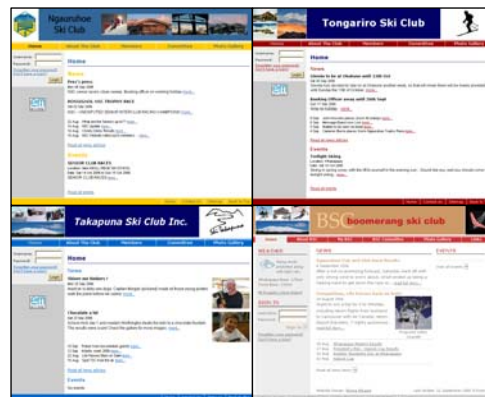
Emma is a third generation member of Boomerang Ski Club, and has also been on the club committee. She understands the way ski clubs function and has applied this understanding to the system. The current version of Club System has been developed in conjunction with the ski clubs to create a generic system that works for all clubs. Future development will continue with all clubs using the system having an opportunity to make suggestions for future versions.

### Get Club System

To enquire how your club can get Club System or what other options EM Development might be able to offer your club, please contact **Emma McLeod on 027 425 8836 or emma@emdev.co.nz.**

### Current Implementations

- Boomerang Ski Club ([www.boomerangskiclub.co.nz](http://www.boomerangskiclub.co.nz))
- Iwikau Ski Club ([www.iwikau.com](http://www.iwikau.com))
- Ngauruhoe Ski Club ([www.ngauruhoeskiclub.org.nz](http://www.ngauruhoeskiclub.org.nz))
- Rotorua Skiing & Tramping Club ([www.rotoruatrampski.co.nz](http://www.rotoruatrampski.co.nz))
- Snowline Ski Club ([www.snowlineskiclub.org.nz](http://www.snowlineskiclub.org.nz))
- Takapuna Ski Club ([www.tscsnow.org.nz](http://www.tscsnow.org.nz))
- Tongariro Ski Club ([www.tongariroski.co.nz](http://www.tongariroski.co.nz))



Also, the first implementation of Club System Surf has been completed for Mairangi Bay Junior Surf ([www.mairangibayjuniorsurf.com](http://www.mairangibayjuniorsurf.com))

## Features

Club System contains four areas with differing levels of security. The system has been built in a modular manner enabling clubs to select which functionality they would like to use in their installation.

### Public section

The public section is available to all users who access the internet. It contains static information pages that the club can use to promote their website and market for new members. The photo gallery is also within the public section.



### Members section

The members section is available to ski club members who have logged in. Members can:

- View bunk availability
- Top up and online account and pay for bookings using credit card
- Create, modify (add nights or people) and cancel online bookings
- Receive automatic emails regarding booking status
- Update personal data such as phone numbers and addresses
- Leave messages on the message board
- Search for other members



### Committee section

The committee section is available to committee members of the club who have logged in. Committee members can:

- Accept, decline or cancel bookings (automatically emails the member and updates availability)
- Modify bookings (add nights or people)
- Create bunk lists
- Create subscription and booking invoices
- Manage online booking accounts
- Report on potential bunk nights vs. occupancy
- Manage news, events and newsletters
- Manage photo gallery
- View and export membership lists
- Manage members personal details
- Manage locker allocations
- Manage work party lists
- Email all members



### Administration Section

The administration section is available to nominated administrators who have logged in. Administrators can:

- Generate new logins and passwords for members
- Maintain website navigation structure and parameters
- Maintain lodge details, start and end season dates, number and types of bunks and lockers
- Maintain member and committee status roles
- Maintain bunk rates including discount rates for different periods during the year

