

Bay Area Waterski Club

Flat Water Times



June 2023



Message from the Board

by Darcy Murray, Board Member/2022 Treasurer

How does the Board Spend its Time?

Members might wonder – *what does the Board do?* Effective club governance protects the members and helps the continued success and growth of a club. *A club that shows good governance develops goals and monitors the Club's performance to ensure it achieves its goals.* Every month the Board meets for almost two hours. The Board *spends most of its time on safety-related issues, planning and organizing events, discussing event finances, and brainstorming ideas to increase our membership.*

The Board's first commitment - Provide safe, fun events for individuals of all ages. Our time during meetings is spent updating and publishing **written safety documents** (boat safety checklist, boat owner event responsibilities, boat owner equipment list, etc.). We maintain **written event procedures**



Check out the 2023 BAWSC Calendar of Events
Page 17

Contents

2023 Officers / Directors 3

Past Events

Boat Driver/Crew Clinic 4 – 5

Tidbits

Union Point 6

BAWSC T-shirts 7

Covid-19 Safety 8

Delta Update 9

Photo Editor Wanted! 10

Ski Tips 11

Website Changes 12

Boater Card License # 13

Safety 14

Club on FaceBook 15

Birthdays 16

Calendar 17

Membership Application 18 – 20

Message from the Board (con't)

By Darcy Murray. Board Member/2022 Treasurer

Delta Tunnels Update:
savethedelta.org

(event chair/co-chair responsibilities), train event coordinators and test club-approved boat drivers. We discuss potential issues noted during past events, board members supply suggestions, and finally a designated board member will communicate feedback to the individual. The intent is to [provide learning experiences and eliminate future safety issues](#). Our discussions can also focus on **boats not meeting safety requirements** (i.e., deferred maintenance, unreliable engine, proper number of coast guard approved vests). [Deficiencies and possible remediation](#) are discussed between the board before presentation to the boat owner for corrective action, enabling participation in future events.

The Board spends several hours **planning the annual event calendar**. Events cannot be planned too close together, on holiday weekends, or weekends with other events occurring at the same marina. We name event coordinators that can run a successful event and find venues which best suit the membership.

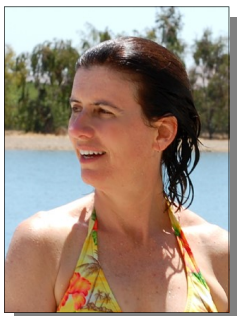
This task is quite time intensive.

The Board **discusses finances** at every meeting. Why? We strive to [provide the lowest cost possible for the summer skiing events](#). We have a club-appointed treasurer who publishes a monthly treasury report detailing event revenues and expenses. **Gas prices have fluctuated significantly in the last 12 months**. [An increase in gas prices during the four-week period between opening an event for registration \(fees set\) and holding the event could mean the event loses money.](#)



The Board **spends quite a bit of time on pricing**, seeking events that “break even” (don’t make or lose money). Regardless of the planning, some events lose money and time is spent discussing underlying causes. We have **annual administrative costs** (i.e., web page fee, the Spring Social Lunch and Board insurance) the club must cover, and minimizing event losses lowers costs for all participants including board members.

During the Board meetings, we always discuss **ways to increase the membership**. We [manage an online community \(Facebook\) for new members to find the club](#). We discuss other methods to **set up an outreach** – organizing a lunch/speaker event (spring social), coordinating which local marinas display **club brochures**, appointing board members to **replenish brochure displays**, and **word-of-mouth marketing by current members**.



Darcy Murray
Board Member
2022 Treasurer

Establishing practices that are successful in generating new members is vital for the club's future!

2023 Officers and Directors



Elected Officers



Larry Ligon
Interim President
Vice President



Kristin Thornquist
New Treasurer

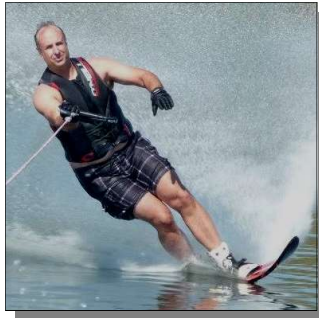


Susan Schmidt
Secretary

Board Members



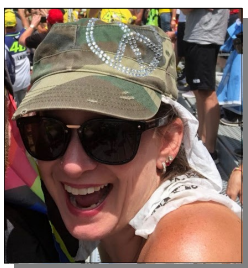
Gwen Cauthren
Membership Chair



Chris Feduniw
Webmaster



Jerry Baxter



Monica Fitzgerald
New board member



Eric Johnson



Karl Smith

Special Committees:

Flat Water Times Editor: Lynette Wong

Webmaster: Chris Feduniw



Lynette Wong
Newsletter Editor

Past Events

BAWSC Boat Driver and Crew Clinic, May 19, 2023

By Larry Ligon, Interim President, Vice President; Gwen Cauthren, Membership Chair

After a four-year hiatus, BAWSC was able to offer the Boat Driver & Crew Clinic which the club recommends every new member attend (and any member that wants a refresher of best practices).

On Friday, May 19, 2023, **eight BAWSC members** and **one non-member** attended and successfully completed the eight-hour BAWSC Boat Driver & Crew Clinic.

The participants spent the morning **reviewing the skills and techniques** necessary for drivers and crew to optimally & safely pull skiers, boarders & surfers on the Delta.



Left to Right:
Tracie Rohm, Adam Wegel, Dianne Rust,
Coach David Victor

After lunch on Larry & Gwen's Discovery Bay deck, the attendees headed out to the Delta waters to practice what they learned under sunny but windy skies.

Under **Larry Ligon, Jerry Baxter,** and **David Victor's** watchful eyes, students were given individual feedback as they practiced the finer points of **piloting a high performance, tournament ski boat in some of the more challenging areas of the Delta.** While the plan was to practice pulling volunteer boarders and skiers repeatedly out of the water as training, the conditions were not as conducive as we hoped. We did have several volunteer skiers that braved the conditions so some of the attendees were able to get some actual towing practice.

Congratulations to members: **Monica Fitzgerald, Makayla Fitzgerald, Kristin Kelly, Joanne Noce, Tracie Rohm, Dianne Rust, Winny Tang, Kristin Thornquist and Adam Wegel** for their successful completion of the 2023 BAWSC Driver & Crew Clinic.



Left to Right:
Coach Jerry, Monica Fitzgerald,
Winny Tang, Kristin Kelly

Past Events

BAWSC Boat Driver and Crew Clinic, May 19, 2023 (Con't)

By Larry Ligon, Interim President, Vice President; Gwen Cauthren, Membership Chair

Special appreciation goes to [Joanne, Monica and Kristin Kelly](#) for volunteering to repeatedly be pulled out of the chilly waters so drivers could gain real time practice pulling skiers.

If you are a **boat owner**, please **help these new “drivers in training”** get the additional experience they need to progress towards becoming “certified drivers” by encouraging them to practice their driving and crew skills under your guidance when out boating with you.



Left to Right:
Kristin Thornquist, Makayla Fitzgerald,
Coach Larry, Joanne Noce

Many thanks to coaches [Larry Ligon](#), [Jerry Baxter](#) and [David Victor](#) for devoting their Friday to share their boating expertise and utilize their boats as training vehicles.



Larry Ligon
Interim President
Vice President



Gwen Cauthren
Membership Chair

News Flash!

Union Point Marina and Grill No More!

By Gwen, Larry and Lynette



Known to many of the San Joaquin and Contra Costa counties as the hub of activity, [Union Point Marina and Grill](#) was **sadly decimated by a fire** in the early morning hours of **Friday, June 16, 2023.**

Heading out to waterski, Gwen and Larry gasped, “We were shocked to see this tragedy yesterday morning on our way to Victoria sloughs. [All that is left is the flagpole and the docks.](#)” They added, “It was still burning slightly including adjacent trees when we left Friday 6/16 afternoon. When we called 911 to report continuing flames in the afternoon, we were told there are no fire services covering that area of the county and likely no action would be forthcoming.”

After being under construction for the last two years, the decades-old popular hangout [was set to reopen in July!](#)



Tidbits

Ordering your BAWSC T-shirts!

By Debbie De Sousa, 2023 BAWSC President



How to order BAWSC Logo T-shirts:

1. **Make your own BAWSC Logo T-shirts** by going to **www.bawsc.org**
 - Click on "Get Club Apparel & Gear" (far right link on top navigation bar)
 - Click on BAWSC Gear Order Instructions.docx
 - Click on the do-it-yourself link, www.zazzle.com
 - * Follow the instructions for applying the logo on the shirt

2. **Order BAWSC Logo Heat Transfers** that can be ironed on any fabric.

Cost: \$5.00 covers shipping two logo transfers.

5.5" x 5.5" for the front.

7.5" x 9.75" for the back

To order, contact Debbie DeSousa at 925-672-9598 or email her at barterbucks1@yahoo.com

3. **Have Debbie DeSousa make your T-shirt**

Cost: \$20 covers shipping shirt with logo

To order, contact Debbie DeSousa at 925-672-9598 or email her at barterbucks1@yahoo.com

Tidbits

BAWSC Covid-19 Safety Protocol (updated 2/1/23)

By Chris Feduniw, Webmaster/Board Member



In an effort to keep all BAWSC members and guests safe and to align the club policies with current County Public Health Department recommendations to minimize the spread of Covid-19, *all event participants attending club-sponsored Calendar Events in 2023 are required to be fully vaccinated with a booster shot or show proof (picture) of a negative Antigen Home Test kit result the day of the event if not fully vaccinated.*



Members: Please **update your profile** on the **club website** to **record your vaccination status.**

All event participants regardless of vaccination status are strongly *encouraged to take an Antigen Home Test ideally the morning of an event, or at a minimum, the night before an event to validate they are currently Covid-19 negative.*

Most insurance providers will cover 100% of the cost to obtain eight home test kits per month from your local pharmacy.

Please note: several boat owners may request only participants who can show proof of a negative test that day to be assigned to their boats. You may be asked to be placed on one of these boats.



Please *be prepared to show a picture of your negative test strip if requested by a boat owner that day.*

Tidbits

Update: Delta Tunnels

By Chris Feduniw, Webmaster/Board Member

BAWSC Contacts:

The Board of Directors would like to inform you that the **Department of Water Resources** released its **Draft Environmental Impact Report (DEIR)** in late July 2022 for the Delta Conveyance Project (tunnels). Documents for federal review of the project will be provided later this fall.

This plan will directly impact the Delta where we hold most of our club events.



We encourage you to **stay informed of the project and take any action you feel is appropriate.** *A good resource to stay informed that has links to the various groups, letter templates and contact information for government officials is <https://www.restorethedelta.org/>*

Please **stay informed and reach out to your government representatives** with your opinion about this project while they are collecting public opinion.

Thank you,
BAWSC Board of Directors

Photo Editor

Wanted for the BAWSC

Duties include:

- ⇒ Download photos from facebook keeping date and notes from originator.
- ⇒ Collect photos directly from people who know how to send them via email in a compressed format.
- ⇒ After downloading photos, upload them to flickr and create an album for the month of the event of the photos you are trying to upload

If you're interested, please contact Lynette at:
lynette.wong25@gmail.com

Tidbits

Ski Tips: Online Coaching Videos

Brought to you by Chris Feduniw, BAWSC Webmaster/Board Member

Hey Skiers,

As a reminder, we have a *members-only forum with links to skier tips and training videos.*

Check out: <https://www.bawsc.org/water-sport-resources> which can help you improve your skiing and also provide you with opportunities to [get in-person and video coaching](#). You also get to see how the pros execute great form!



Please add content to the forum if you have found resources that have helped you improve your watersport of choice e.g. water skiing/wakeboard/wakesurfing, etc.

Tidbits

Exciting Changes to the Website

By Chris Feduniw, BAWSC Webmaster/Board Member

Over the past several months our website vendor **Personify Wild Apricot**

has introduced **several new functions and features** that the Bay Area Waterski club (BAWSC) has decided to take advantage of and we have recently **redesigned and upgraded the clubs website** www.bawsc.org to a new look and feel so please check it out.



Key Changes that have been made:



Entire Site is now **mobile friendly** meaning you can now easily fill out forms and read content on any device as it will **scale automatically**

- o **Note:** On cell your phone, the menus are under the hamburger bars on the left and you log-in by clicking the right icon on top of the page

Clicking the “Add to my calendar” button on a cell phone and then clicking on the .ics file link pop-up will allow you to easily add the event to your personal calendar on your phone.

Menu Bar has **moved to the top of the page** and **content has been consolidated under fewer menu items** and sorted in alphabetical order making it easier to find things

Menu Bars and Sub-menu's/Content changes when you log into the site e.g. member-only content menu bars and content show up once you log into the system. **board members see more than members and members see more than non-members.** However, everything is all under the same top menu bar e.g. all documents are under documents the list just increases what you see based on your log-in credentials

All Main pages and Sub-pages have a friendly URL e.g. bawsc.org/calendar or bawsc.org/newsletter or bawsc.org/documents, etc. so if you want to get to something quickly you can just enter in the full URL

Every Page has a **bread crumb trail** so you know exactly where in the site you are at and can move up the bread crumb trail to any level you want

A Site Map <https://www.bawsc.org/Site-Map/> has been created that list every page and document available on the site that you can **directly click the link to reach that page**

A Search Bar has been added that will allow you to search for anything in the site to easily find it **without having to know what page it is on** e.g. enter “reimbursement request” in the search bar and it will immediately return the clubs Reimbursement Request Form

If you discover any issues or have suggestions how the site could further be improved, please provide your feedback at: <https://www.bawsc.org/feedback> or send an email to bawsc.webmaster@gmail.com

Tidbits

Attention BAWSC Club-Certified Boat Driver

By Chris Feduniw, BAWSC Webmaster/Board Member

Updated 03/2022



This year the Bay Area Water-Ski Club Board of Directors will require that anyone driving a boat at a club event must not only be a club-certified driver but also **have a California Boater Card License Number registered with the club in your membership profile** or **provide proof of age that you are over the current age restriction which is currently**

⇒ 2022: Individuals who are 45 years old or younger

⇒ **2023 Individuals who are 50 years old or younger**

Information on how to obtain a California Boater Card including options for how to complete the course are available at: <https://californiaboatercard.com/>

Several members of the club of attended the Coast Guard Auxillary Course <http://www.cgaux.org/boating/classes/2011/abs.php> found the instructors to be very good and a good use of time as they **guarantee you will pass the course and get your card.**

Others have taken the **free on-line course offered by BoatUS** <http://www.boatus.org/california/> that lets you take the course at your own pace through multiple sessions if needed.

Once you have your California Boaters Card, please go the club website and update your membership profile <https://www.bawsc.org/Sys/Profile> to include your card number. **If you are old enough to not require a card, please send proof of age to our Membership Chair Gwen Cauthren.**

Note: Anyone who does **not have a card number on file** in the website or **has not provided proof of age for an exception by 5/31/2021 will not be able to drive at club events** until you have met the criteria.

Tidbits

Safety Comes First!

By Debbie DeSousa, 2023 BAWSC President



Safety Reminder



1. **Skiing:** Never ski without a 3rd.
Never!

2. **Ski:** Do not leave your ski on the swim platform. This can result in your ski being run over by another boat. Your ski will get chopped up and you might get a big bill for the other boat.



3. **Vest:** As of 2001 anyone being pulled by a boat **must wear Coast Guard-approved flotation devise**. *Check the print on the inside of your ski vest to see if your vest is approved.*

Failure to wear a proper vest can result in the boat owner being fined by the Coast Guard.



4. **Ski Rope:** Remember to **use a shock tube** (goes over your rope). This tube will *prevent a rope from snapping back (like a rubber band)* and hitting the boat driver or passenger in the head. *A ski handle can knock your teeth out, wrap around your neck or worse!*

Always be safe!

**THINK SAFE
ACT SAFE
BE SAFE**

Tidbits

How to Use our BAWSC Page on Facebook

By Debbie DeSousa, 2023 BAWSC President



facebook

*This is a great tool for sharing and
for finding new members!*

We converted our Facebook page to a Group so *everyone can have fun posting photos of events and use it as another communications tool.* It's also open to the public so they can see our fun photos. We hope this will attract new members. (**Note: Only approved members can post on our group page**). If anyone makes a post that is not ski-related then the admin can remove them!

This is how you can post to our Facebook page.

1. Open a personal Facebook account.
2. Go to Facebook.com groups Bay Area Waterski Club
<https://www.facebook.com/groups/717319205056101/>

To find our group, type Bay Area Waterski Club on the search line (see top of your personal Facebook page). When you find our group then **“Join”** this group (admin must approve you, it might take a few days).

3. Now you can have fun posting event photos, events, boats & equipment for sale, etc.
4. **If you have a smart phone you can send photos from your phone directly to Facebook.**
Because there are many phones I cannot tell you how to use your phone here.
5. To post on our Facebook group see **top of the Facebook page** see where it says "Write Something." This is where you type your message. Above it you will see the button for photos/videos and events. The main thing to remember is you will have two accounts:

1. Your personal Facebook account and
2. You will also have an account with our BAWSC Group.

When you post on our BAWSC group page it will appear on **your** personal Facebook wall (**Note:** your friends will **not** see these post). If you want to share any of these posts with family or friends, click “Like” (see below each post). When you click “Like,” the post will appear on **all** your friends’ personal Facebook page. If you click “Share” you can select **one** person to send the post to (instead of **all** your friends).

Blowing Out the Candles in . . .

Wishing all a very

*Wow, surprisingly there are
no June birthdays!*



BAWSC 2023 Event Calendar of Events

Start date	End date	Event title	Event location	Event Chair	Event Co-Chair
Sat 04/15	Sat 04/15	BAWSC Day Hike & Picnic	Brushy Peak Regional Preserve in Livermore	Chris Feduniw	n/a
Sat 04/29	Sat 04/29	BAWSC Spring Social/ Season Opener & General	Susan & Karl's House	Susan Schmidt	Karl Smith
Fri 05/19	Fri 05/19	Boat Driver & Crew Clinic	Ligon Home Disco Bay	Larry Ligon	Gwen Cauthren
Sat 06/17	Sat 06/17	BAWSC Water-Ski Skills Building	Holland Riverside Marina	Chris Feduniw	Paul Wesolowski
Thu 06/29	Thu 06/29	BAWSC Water-Sports Day	Orwood Resort & Marina	Eric Johnson	Debbie DeSousa
Sat 07/15	Sat 07/15	BAWSC Water-Sports Day	Orwood Resort & Marina	Lynette Wong	Kristin Thornquist
Mon 07/24	Mon 07/24	BAWSC Water-Sports Day	Orwood Resort & Marina	Debbie DeSousa	Steve Monroe
Fri 07/28	Fri 07/28	Board Meeting, Lunch & Ski Day (for 2023 Board of	Ligon Home Disco Bay	n/a	n/a
Sun 08/06	Sun 08/06	BAWSC Water-Sports Day	Orwood Resort & Marina	Karl Smith	Diane Rust
Wed 08/16	Wed 08/16	BAWSC Water-Sports Day	Orwood Resort & Marina	Debbie DeSousa	Steve Monroe
Fri 08/25	Sun 08/27	Calif ProAm Slalom Ski Tournament (Not a BAWSC-sponsored Event)	Short Line Ski Lake, Elk	Larry Ligon	Gwen Cauthren
Fri 08/25	Fri 08/25	BAWSC Water-Sports Day	Orwood Resort & Marina	Lynette Wong	Marji McGinnes
Fri 09/15	Fri 09/15	BAWSC Water-Sports Day	Discovery Bay Marina	Larry Ligon	Gwen Cauthren
Tue 09/26	Tue 09/26	BAWSC Water-Sports Day	Orwood Resort & Marina	Debbie DeSousa	Steve Monroe
Fri 09/29	Sun 10/01	Water Sports Weekend in Copperopolis (Member	Casa Copperopolis	Jerry Baxter	Lynette Wong
Sat 10/07	Sat 10/07	BAWSC Water-Sports Day	Holland Riverside Marina	Chris Feduniw	Paul Wesolowski
Sat 12/02	Sat 12/02	BAWSC Holiday Party & Club Updates	Feduniw Home	TBD	TBD



BAWSC On-line Membership Application

By Larry Ligon, Vice President

If you need help you may click on “**Help/FAQ, How To’s, Member/Non-member Subscription & Forms**” in the lower left hand corner of the navigation bar on the Web site’s Home Page or don't hesitate to contact our membership chair **Gwen Cauthren** at 707-322-1157 or e-mail at gwen_cauthren@sbcglobal.net or our webmaster **Chris Feduniw** at 925-413-3421 for assistance.

-The **BAWSC** website address is: www.bawsc.org

-Your **user-id** for the website is always your e-mail address.

Step 1. Create or reset your password:

A) Go to the new website www.bawsc.org & click on the “**Forgot Password**” link in the upper right hand corner of the home page and enter your e-mail address in the “**e-mail (user-id)**” field and then the six digit anti-spam characters into the “**code**” field and finally click on the “**Submit**” button which will then send an e-mail to that address with a link to create or reset your password.

B) Open the e-mail and click on the e-mail link and enter & confirm your chosen password then click “**Submit**”.

*(Note: The first time you actually log into the new site you will be asked by **Wild Apricot** to accept their use policy.)*

Step 2. Initiate your new-member on-line application:

*Note: BAWSC offers members the option to include one significant other as a co-member under one membership fee called a “**Membership Bundle***”. Dependents under 12 years of age can also be added to your membership at no additional cost. Dependents aged 12-18 can be added to your membership for a small additional fee each year. Children over 18 and not living at home will have their own unique membership.*

A) Click on the “**Become A BAWSC Member (New [member application](#) Only)**” link found in the left hand navigation bar on the web site home page www.bawsc.org.

B) Fill-out the requested information for yourself

*Note: If you will be adding a co-member/membership bundle to your account you will do this after you initiate the membership application and your account has been activated.**

C) Make sure you click on the “**[I ACCEPT I HAVE READ THE WAIVER AND RELEASE](#)**” link to read the club waiver and then click on the check box to accept.

D) If you will be adding dependents to your account beyond a single co-member, you will enter them in the “Additional Information” area of the Membership form. For each dependent you have between 12 to 18 please check the box for each person. If you have any dependents under 12 you want to associate with your membership enter the total number of children under 12 in the “Number of Children Under 12” field.

BAWSC On-line Membership Application (con't)

By Larry Ligon, Vice President

- E) If you are a **boat owner**, please enter in the information requested for your boat and **send proof of insurance** as requested on the form to the Membership Chair.
- F) Enter what water-sports you and your dependents participate in.
- G) Click “**Next**” to review your completed membership form and Total Membership Fees that will be owed.
- H) If everything looks correct, click on the “**Confirm and Proceed with Payment**” button to initiate your registration. *This step will automatically send a confirmation e-mail titled “Membership initiated at Bay Area Water Ski Club” to you.*
- I) Check your e-mail for that confirmation that your account has been successfully initiated and an invoice with instructions how to submit your membership dues payment.

Step 3. Send your membership dues to the Membership Chair (*payable to BAWSC*):

To: BAWSC
c/o Gwen Cauthren
4835 Cottsberry Ct.
Santa Rosa, Ca. 95405

Step 4. Complete your membership application/setup (*ONLY after receipt of dues payment*):

*Once your membership dues have been received, you will get an e-mail confirmation from the BAWSC Membership Chair verifying your account is active, at which time you can then complete your membership application & setup by choosing your **privacy** and **e-mail subscriptions** as well as set-up yourself as a Bundle Administrator to **add a co-member** to your account bundle.*

- A) Log onto the web site with your e-mail (user-id) and password. www.bawsc.org
- B) Click “**View Profile**” in the upper right hand corner of the home page.
- C) Click “**Edit profile**”
- D) Review and modify your **privacy settings**, click “**Privacy**” and edit any field you don't want visible to other BAWSC members and then click “**Save**”.
- E) **To insure you are subscribed** to receive e-mail notifications from the *forum based message boards* when someone posts they are looking for a pull, crew, etc.
 - a) Click on “**Members Only Content**” link found on the left hand navigation bar
 - b) Click on “**Member Forums**”

BAWSC On-line Membership Application (con't)

By Larry Ligon, Vice President

c) In the **Message Board** forums' section, individually click on each forum you want to receive e-mail (e.g. –“Looking for a Car Pool, Crew or a Pull”) and *individually* click on each forum's “**Subscribe to Forum**” link.

d) Then go back to the **Home Page** and click on “**View Profile**” again, click “**Edit profile**” and click “**e-mail subscriptions**” and adjust how you want to receive e-mails; *immediately, daily or weekly* when someone posts to the forum. The default is daily. **CLICK “Save”** at the very bottom of the “**Edit Profile**” page and you are done.

F) **Setup a Co-Member Bundle***

Each paid member is allowed to add a spouse/ significant other to their account as a “Bundled” co-member. The following steps can be performed to add another person to your account once your membership fee has been received and your account has been activated by the Membership Chair.

a) Log into the web site with your e-mail (user-id) and password. www.bawsc.org

b) Click on the “**View Profile**” button found in the upper right hand corner of the home page

c) In the “My profile” screen scroll down to the “Bundle summary” section and then click “**Add member**”

d) You will then be presented with the membership application page where you will then fill out the form on behalf of your co-member.

e) Click “**SAVE**” and the co-member will be added to your account and they will receive their user-id (their e-mail address) and password setup link at the e-mail address you entered on the form. You will become the “**Bundle Administrator***” for your bundled co-member.

CONGRATULATIONS, YOU HAVE COMPLETED YOUR BAWSC MEMBERSHIP APPLICATION AND SETUP. We look forward to you joining us at BAWSC Events.

Note: If you receive an error message when clicking “SAVE” that states “This e-mail is already in use” you will then need to contact the BAWSC Membership Chair listed on the [Contacts](#) Page to manually associate that e-mail address with your account as Wild Apricot currently does not allow a member to add an existing Contact or Member to their bundle themselves. A member can only add a new Contact or new Member to their account themselves.

**The way Wild Apricot handles multiple people under one membership is called a [Membership Bundle](#). A membership bundle is a group of members who are linked together and managed by one of their members – the bundle administrator. Bundle members share the same renewal date, status, and membership level. You can learn more about bundles including a short, how-to video at: <http://help.wildapricot.com/display/DOC/Membership+bundles>*