

# Bay Area Waterski Club

# Flat Water Times

Delta Tunnels Update:  
[savethedelta.org](http://savethedelta.org)

May 2023



## Message from the Board

by Larry Ligon, Vice President, Interim President

### *The Makings of a Skillful Boat Crew*

The responsibility of the towed water sports **boating crew** is to **help the driver provide a fun, safe and successful experience for the skier, boarder or surfer being towed**. It's a **team effort** providing additional eyes, ears and support for the driver.

It starts with the assignment of **rearward-facing observers** and a **flag person** who **remain alert, focused, and engaged with the skier** and with all activities happening around and behind the boat. With their understanding of the agreed-upon hand signals, they **relay the skier's status, signals,**

**and preferences to the driver** such as bringing and positioning the rope and handle in the water near the skier's hands, tightening the rope prior to the skier yelling 'Hit It', speed adjustments, readiness to drop, falls, boat direction, etc. In addition, they **alert the driver about approaching boats or jet skis** plus any other rearward issues or activities the driver should be aware of.

Prior to the skier entering the water, the crew may **help prepare the skier's gear, give him the handle and insure the rope feeds out** from the boat safely and without any knots.



## Contents

2023 Officers / Directors 3

### Past Events

Day Hike & Picnic 4 – 5

Spring Social, Season Opener & Gen. Meeting 6 – 7

### Tidbits

BAWSC T-shirts 8

Covid-19 Safety 9

Delta Update 10

Photo Editor Wanted! 11

Ski Tips 12

Website Changes 13

Boater Card License # 14

Safety 15

Club on FaceBook 16

Birthdays 17

Calendar 18

Membership Application 19 – 21

Check out the 2023 BAWSC Calendar of Events  
Page 18

## Message from the Board (con't)

By Larry Ligon, 2023 BAWSC Vice President / Interim President

When the skier has finished with their run, the crew should immediately pull in the rope to prevent other boats from running over it. Next is to retrieve the skier's ski, empty any water in the boots, being careful not to bang the ski against the boat and lastly, then storing it properly.



Of course, the crew should be involved in aiding the driver in launching and retrieving the boat at the beginning and end of the day as well as helping dock the boat for gas or loading and unloading. Included is participating in the cleanup of the boat exterior and interior when the day is complete. Plus offering to *pay their share of gas and launch fees.*

Finally, during the ski day this **alert and awesome crew** has understood the owner's do's and don'ts, followed **safety guidelines**, treating the boat with respect by being careful of the fiberglass finish, carpeting and upholstery, helping to keep the interior ski gear neat and organized and had fun overall.

*In response, this crew can likely look forward to a return invitation by the boat owner!*



**Larry Ligon**  
**Vice President**  
**Interim President**

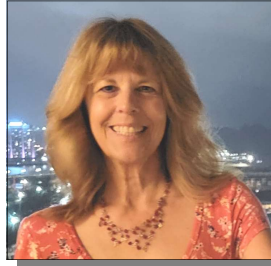
# 2023 Officers and Directors



## Elected Officers



**Larry Ligon**  
*Interim President*  
*Vice President*



**Kristin Thornquist**  
*New Treasurer*

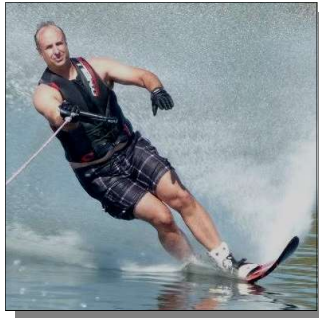


**Susan Schmidt**  
*Secretary*

## Board Members



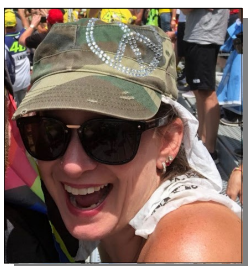
**Gwen Cauthren**  
*Membership Chair*



**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 Day Hike and Picnic, Saturday, April 15, 2023**

By Chris Feduniw, 2023 BAWSC Webmaster



Left to Right:  
Karl Smith, Susan Schmidt, Chris Feduniw  
Back: Carrie Ballick, Eric Johnson

Our **first event of 2023** did not disappoint, giving us *clear skies and green hills with wild flowers starting to bloom*. **Five members of the club (Susan and Karl, Carrie, Eric and yours truly)** gathered on **Saturday morning, April 15 at Brushy Peak Preserve in Livermore** to begin a what-we-planned-to-be loop up the North trail to the peak and back down going the clockwise direction.

Fortunately as we started to head to the gate for the Northwest trailhead, we were greeted by a hiker who warned us that we were **better to do a counter-clockwise loop and start at the northeast side of the park** as there was a 50-foot section of deep mud at the end of the trail. So we were better off starting off on the east side where there was less mud.



While much of the east side of the trail was very nice, there were **several sections** where it was **pretty muddy and challenging** to get through so much that **yours truly had his hiking boot soles separate, turning them into flip flops for a good portion of the hike**.

Rather than do the loop, some other hikers we met on the trail advised that we would be better off heading back down and then heading to the Southeast trail and then back to the parking lot. That turned out to be a great recommendation as we **had a nice climb up to the South Peak** where we got a **great view of Livermore Valley** and then worked our way back down to the parking lot.

On the way down **Carrie** felt she hadn't climbed enough elevation and went into **cross country running mode, running down the trail a bit and then back up to where the rest of us were working our way down**. She impressively **did this at least three times** as we headed down the hill making her the **clear winner who got the most steps in on her Fitness watch** and who **obtained the most elevation**.



## Past Events

### *BAWSC Day Hike and Picnic, Saturday, April 15, 2023 (con't)*

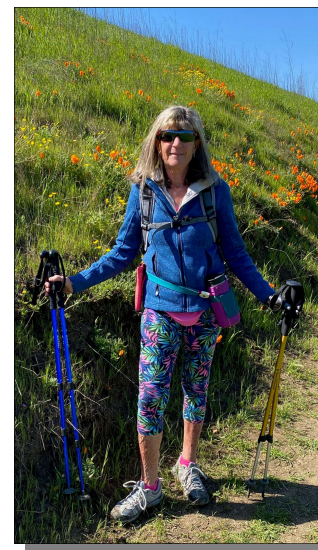
By Chris Feduniw, 2023 BAWSC Webmaster



Overall, we **hiked just over an hour and a half** and had a great time catching up on what everyone has been doing over the winter, and how we are all looking forward to what we hope will be a great water-ski season. After the hike we grabbed our lunches from our cars and gathered at a picnic table in the park with a great view of the valley where we enjoyed some more great conversations **with visions of being behind a boat skiing very soon.**



Left to Right: **Carrie Ballick, Chris Feduniw, Eric Johnson, and Karl Smith**



**Susan Schmidt:**  
“I made it with my new “do” intact!”

## Past Events

### *Pics from the Spring Social, Season Opener & General Meeting, 4/29/23*

Photos contributed by: Susan Schmidt

Host **Karl Smith** (board member) presents **Larry Ligon** (VP/Interim President) and **Gwen Cauthren** (Membership Chair) with a **lifetime membership** to honor them as



members of the **club** which **started 30 years ago** and for all their contributions over the years



“I will diligently use this sunscreen,” says an ecstatic hostess **Susan Schmidt** (board member)!



Left to Right: **Monica Fitzgerald**, (new board member), **Winnie Tang**, *new member*, **Jerry Baxter** (board member), **Carrie Ballick**, **Adam Wegel**, and *guest*



## Past Events

### *Pics from the Spring Social, Season Opener & General Meeting, 4/29/23 (con't)*

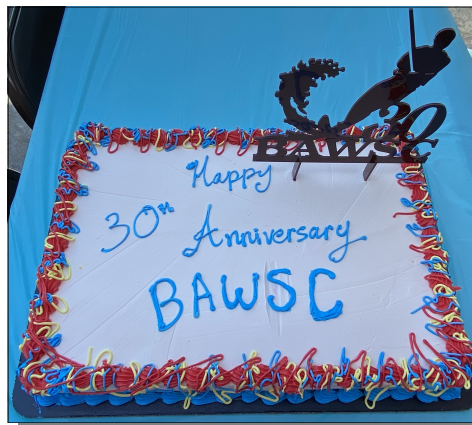
Photos contributed by: Susan Schmidt



Left to Right: **Gwen Cauthren**, (Membership Chair)  
**Karl Smith** (board member), **Chris Feduniw**,  
**Eric Johnson** (board member), and Dirk Maasen



**Chris Feduniw, Webmaster:**  
“I would like to give you the details; however, in the interest of time . . . “



Left to Right: **Keith and Pam Epstein**,  
**Kristin Thornquist** (Treasurer), guest, **Larry Ligon**  
(Vice President/Interim President)

## 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](http://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](mailto: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](mailto: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](mailto: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](http://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](http://bawsc.org/calendar) or [bawsc.org/newsletter](http://bawsc.org/newsletter) or [bawsc.org/documents](http://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](mailto: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

*Happy  
Birthday!*

*Debbie DeSousa, 5/11*

*Happy Birthday*

May your *Birthday* &  
every day be filled with  
the warmth of *Sunshine*,  
the happiness of *Smiles*,  
the sounds of *Laughter*,  
the feeling of *Love* and  
the sharing of *Good Cheer*.

*Dirk Maasen, 5/12*

## 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/<br>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  | Delta -TBD                                 | Lynette Wong   | Carrie Ballick  |
| 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 &<br>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<br>Tournament ( <b>Not</b> a<br>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<br>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 &<br>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](mailto:gwen_cauthren@sbcglobal.net) or our webmaster **Chris Feduniw** at 925-413-3421 for assistance.

-The **BAWSC** website address is: [www.bawsc.org](http://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](http://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](http://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](http://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](http://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>*