

ClubRunner

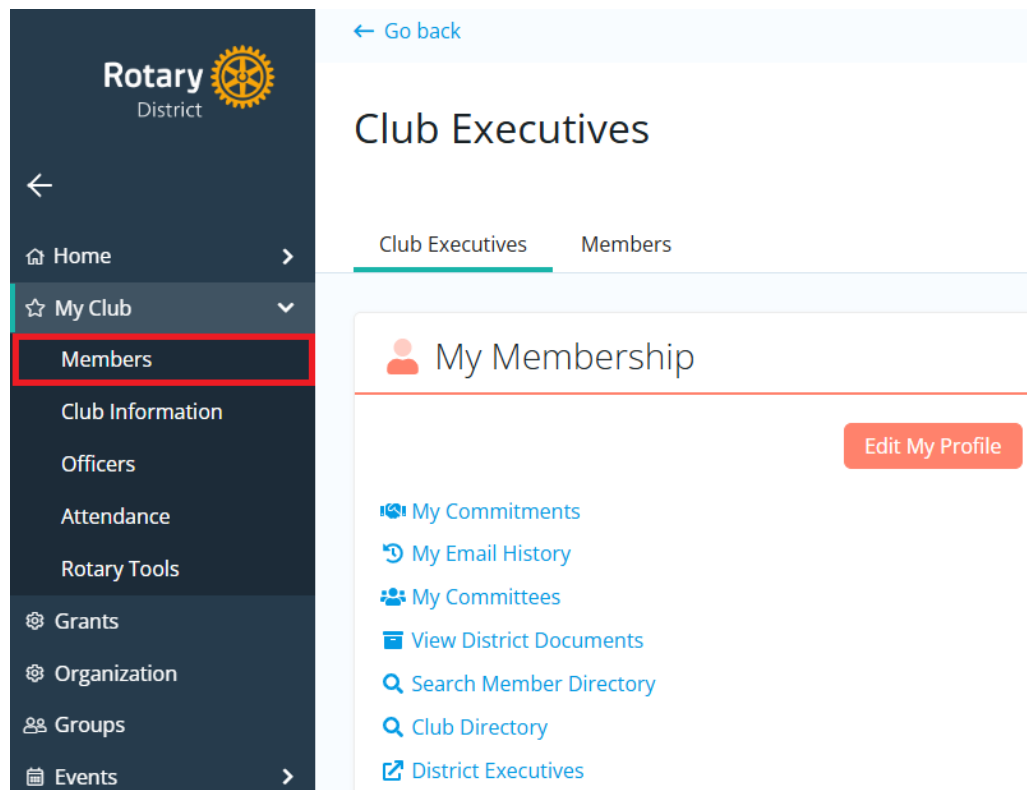
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[NOVA] How do I view and edit a member's profile on the district's website?

Michael M. - 2026-07-23 - [District - Executives Articles](#)

The member profile contains all of the information about each member in the district, such as the member's name, address, Rotary ID, and more. This support article will show you how to view and edit a member's profile information from your district login.

1. To begin, log in to your account through your district homepage, then click on **Member Area** on the top right-hand corner. [Alternatively, click here to go directly to the ClubRunner login page.](#)
2. Once inside the members area, click **My Club** and then **Members** in the left-hand navigation menu.



3. This brings you to the Members page where you will see a list of all your active members. You may use the filter options above the list of members to narrow the displayed results, or click the tabs above the list of members to filter for Active or Honorary members, or to view past member data or Other Users in your club.

First Name

Nickname

Last Name

Member Type ☒ All ☐ Only:

[+ More Filters](#)

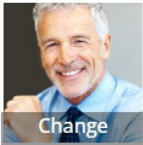
Sort By Last Name First Name Date Joined Club Net Balance

4. Click on a member's name or the **View** button on the right-hand side of their information to open their profile.

☐	 Aaron (Tim) Aaronsons Sr. aaronaaaronsons@sink.sendgrid.net DO PP PHF ★ ★	Club Rotary Number Date Joined Club Roles	RC of Kipling 1234567 Jun. 25, 2025 one year ago District Administrator District Website Content Editor District Event Grant Administrator Club Member 70	Balance \$4,210.00	View
☐	 Dani Adnam newtype dani-adnam@sink.sendgrid.net DO PP PHF ★ ★	Club Date Joined Club Roles	RC of Kipling Mar. 24, 2026 3 months ago District Administrator Club Member 70	Balance \$1,380.00	View

5. At the top of the page you will see a brief summary including the member's profile picture, email, designations, club history, login activity and more.

Aaron (Tim) Aaronsons Sr.



Change

aaronaaaronsons@sink.sendgrid.net
(855)6212-58222

DO PP PHF ★ ★

Club
Rotary Number
Member Type
Date Joined Club
Last Login
District

RC of Kipling
1234567
Standard
Jun. 25, 2025 one year ago
Jun. 17, 2026 one month ago

6. Below you will see information about the member related to the profile tab you are viewing. Click **Edit** on any box to update the information as necessary.

Personal Communication Rotary Biography Commitments Privacy and Settings Business Directory

DETAILS

Title Ph.D.

First Name Aaron

Middle Name Jonathan

Last Name Aaronsons

Nickname Tim

Suffix Sr.

Gender Male

Birthday Jun. 03, 1975

CONTACT INFORMATION

Primary Email aaronaaaronsons@sink.sendgrid.net

Alternate Email aron123@sink.sendgrid.net

Bill To Email Alternate Email

Preferred Phone Work

Mobile Phone Canada +1

Country Code

Mobile Phone (123)456-7890

Preferred Address Work

7. You can click the tab options for additional profile information for this member, detailed below.

Personal Communication Rotary Biography Commitments Privacy and Settings Business Directory

Personal

This page displays personal information about the member and will be the first tab you see when you load the member profile. This area will contain details such as the member’s Contact Information, Social Media links, Home and Work address, and Custom Fields of data that were created by your club. The Personal tab is useful for members to see if their profile is up to date.

Personal

Communication

Rotary

Biography

Commitments

Privacy and Settings

Financials

Documents

Notes

DETAILS

Edit

Title

First Name

Middle Name

Last Name

Nickname

Suffix

Gender

Birthday

Tags

artist

bbq organizers

boardnominee

club of toronto

donor

foundation committee

potential speakers

SOCIAL MEDIA

Edit

Linkedin

https://www.linkedin.com/linkedin

X

Facebook

https://www.facebook.com/facebook

Instagram

CONTACT INFORMATION

Edit

Primary Email

jareb@sink.sendgrid.net

Alternate Email

Preferred Phone

Mobile

Mobile Phone Country Code

Canada +1

Mobile Phone

4164761501

Preferred Address

Work

HOME

Edit

Home Phone Country Code

Home Phone

Home Phone Extension

Home Address

101 Placeholder Address

Placeholder City, ON 1A2B3C

Canada

Communication

This page displays information regarding the member's email preferences and communication history. Members or club staff can edit the Email Preferences and Custom Email Signature, or view a breakdown of the member's Email History.

Personal

Communication

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EMAIL PREFERENCES

To edit your settings, [go to Email Preferences.](#)

CUSTOM EMAIL SIGNATURE

Edit

Custom Email Signature

EMAIL HISTORY

View Detailed Stats

Total Emails	Opened	Delivered	Queued	Bounced	Dropped
83	1	83	0	0	0

Rotary

This page displays information about the member's Rotary International details, such as their Rotary Membership Details, Member Designations, and Club Attendance.

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Rotary

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ROTARY MEMBERSHIP

Edit

Membership Type

Standard

Change Status

Rotary Number

123456

Sponsor

Badge Number

1252504

Classification

Date Joined Club

May 27, 2023

Date Joined Rotary

May 27, 2023

ROTARY FOUNDATION

No Rotary donor recognitions

Rotary donor recognitions will appear here once a donation is made to the Rotary Foundation. For details, log in to [My Rotary](#) or make a donation.

Make a Donation

CLUB ATTENDANCE

0.00%

Current YTD Attendance

View Report

50.00%

Last Year's YTD Attendance

View Report

MEMBER DESIGNATIONS

Edit Member Designations

District-Defined Designations

Polio Plus Society

Biography

This page displays the biography of the member. Members or club staff can edit the biography of the member for how it will appear in the context of the District or Club.

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Rotary

Biography

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Privacy and Settings

Financials

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BIOGRAPHY ON DISTRICT

Edit

This biography can be viewed by anyone in the district.

BIOGRAPHY ON CLUB

Edit

Club biographies are only viewable by your club members and are not available to district members.

Commitments

This page displays information regarding various member commitments and responsibilities, and serves as a summary of the member's interactions with district and club activities. This tab may contain the member's Events, Volunteer Tasks, Current Committees, Meeting Responsibilities, and New Member Tasks.

PersonalCommunicationRotaryBiographyCommitmentsPrivacy and SettingsFinancialsDocumentsNotes

MY EVENTS

[Family Movies under the Stars](#)
Aug. 12, 2025 8:00 p.m. - Aug. 13, 2025 1:00 a.m. [UTC-04:00](#)

View Events

NEW MEMBER PROGRAM

No orientation tasks
Orientation tasks will appear here once assigned.

CURRENT COMMITTEES

COMMITTEE	ROLE
Club	
Fundraising Committee	Chair

MEETING RESPONSIBILITIES

No meeting responsibilities
Meeting responsibilities will appear here once assigned.

Privacy and Settings

This page displays the member's account information and privacy settings in various contexts. Members can use this page to update their Username, as well as what personal information is displayed in their District or Club Profile. As an admin, you can Send Password Reset Emails for members, view System Details such as their last login information, or specify which fields you would like to update at Rotary International's database.

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LOGIN & ACCESS SETTINGS

Edit

Username

jareb.blitz.17649

Password

[Reset Password](#)

Assigned Roles

Club Admin 30

SYSTEM DETAILS

Last Active

Jul. 25, 2025 6 days ago

Last Login Club

Mar. 25, 2024 one year ago

Last Login Mobile

Last Login District

Mar. 25, 2024 one year ago

Last Login Zone

Created On

Dec. 12, 2024 7 months ago

Profile Created By

Last Updated By Name

Aaron Aaronsons

DISTRICT PRIVACY SETTINGS

Edit

Include In Search

✓

Show Photo

✓

Show Email

✓

Show Home Phone

✗

Show Work Phone

✓

Show Mobile Phone

✗

Show Home Address

✗

Show Work Address

✓

Show Birth Month & Day

✓

Show Spouse/Partner

✓

Show Date Joined Club

✓

Show Date Joined Rotary

✓

DISTRICT DIRECTORY PREVIEW

Jareb "Darth Revan" Blintz

Standard

jareb@sink.sendgrid.net

Work Address

3698 Dundas Street East
Vaugh ON L6H
Canada

in

f

Business Directory

This page allows members to opt in to a business directory where they can showcase and promote their personal businesses. They can add their business name, address, logo, and social media links, letting fellow members discover and support their personal endeavours. Each member can decide which fields are visible, and they may opt out of the directory entirely at any time.

BUSINESS DIRECTORY PRIVACY SETTINGS

Edit

Opt Into Business Directory

✓

Show Company Name

✓

Show Business Logo

✓

Show About Us

✓

Show Email

✓

Show Phone Number

✗

Show Address

✓

Show Website

✓

Show LinkedIn

✓

Show Facebook

✗

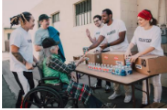
Show Instagram

✓

Show X

✓

DIRECTORY PREVIEW



Kind Hands

Oakville, ON

Other



Go to Business Directory

For more information, please read the support article: [How do I opt in to the business directory?](#)

Note

District Administrators will have access to the following additional profile tabs.

Financials

This page displays information regarding the member's financial interactions with the district. Here you will find the member's Saved Credit Cards, Financial History of invoices and payments, and their Order History which may include membership dues, products, or donations. You may click on an Order Number to view more details regarding the order.

PersonalCommunicationRotaryBiographyCommitmentsPrivacy and SettingsFinancialsDocumentsNotes

FINANCIALS

Balance (USD) \$3,277.00

Search

Display 25 records

TRANSACTION DATE	TRANSACTION TYPE	DESCRIPTION	AMOUNT (USD)	STATUS	
Jul. 09, 2025	Invoice	Order 1739	100.00	Not Paid	
Jul. 09, 2025	Invoice	Order 1716	130.00	Not Paid	
Jul. 08, 2025	Online Payment	Jareb Blintz	260.00		
Jun. 25, 2025	Invoice	Order 1642	60.00	Not Paid	
Jun. 25, 2025	Invoice	Order 1596	260.00	Paid	
Jun. 25, 2025	Invoice	Order 1550	400.00	Not Paid	

Documents

This page allows district staff to upload and manage files relating to specific members, easily accessible from their profile. You may use this section to store relevant documents such as forms submitted by the member.

PersonalCommunicationRotaryBiographyCommitmentsPrivacy and SettingsFinancialsDocumentsNotes

Search

Go

Add Folder

Add

Add Multiple

Documents and folders are sequenced alphabetically. Drag and drop documents and folders to move them from one folder to another or to change the parent folder.

Collapse All

Expand All

NAME	UPDATED ON	UPDATED BY	ACTIONS
Police Check Records	Jun. 24, 2025	Cad Huckabe	Add Add Multiple more...

Collapse All

Expand All

Notes

This page is for tracking additional information regarding the member that is not covered on the other information tabs, or for capturing updates to the activity of the member of their account. District staff may click **Add** to create a new note and include an associated date and search tag to track notes more easily. Examples of notes you may wish to keep track of include updates to the member's roles, involvement in club activities, or other special administrative notes about specific members.

PersonalCommunicationRotaryBiographyCommitmentsPrivacy and SettingsFinancialsDocumentsNotes

Add

DATE	NOTE	TAGS	CREATED BY	ACTIONS
Jun. 23, 2025	Had a call with Jareb about joining the BOD - will meet in person.	bod interest	Cad Huckabe	
Jun. 21, 2025	Jareb inquired about joining the Board of Directors	bod interest	Cad Huckabe	

Showing all 2 records