

Club Announcements System

TCBC has implemented a new online system for communicating club-related announcements to ensure that club members are kept up-to-date and informed about important events and opportunities available to them as members. This new announcements system conveys news and information related to club-sponsored events such as the Annual Meeting, Annual Recognition Dinner, Watermelon Ride, Weekend on Wheels (WOW), etc. to its members. It is a way for the club's leadership to communicate with club members and is a supplement to the monthly/bi-monthly "TCBC News" newsletter.

Q: How does the system work?

A: Announcements will be distributed via e-mail to those members who have a current email address on file with TCBC. The announcements will come directly from club leadership and pertain to important and timely information related to club business. For discussions regarding bicycling-related topics and announcement of ride cancellations, members are directed to the MSN groups message boards at <http://groups.msn.com/twincitiesbicyclingclub/messages.msnw>.

Q: Who can send messages?

A: As mentioned above, announcements will come primarily from the club's leadership (Board of Directors and key volunteers). If you are in this group, you will receive further information on how to go about sending out e-mail messages through this system.

Q: How do I sign up to receive messages?

A: If you provided an e-mail address upon joining the club, you are already signed up. It is important for you to keep the club updated on any changes to your e-mail address if you are interested in receiving e-mail communication. If you want to ensure that you receive these announcements, please send an e-mail message to membership@biketcbc.org from the e-mail address you want to receive the messages at (you can include your other contact information as well, especially if there have been any recent changes). You can also update your contact information at the annual meeting in November each year.

Q: What else do I need to do to make sure I receive the announcements?

A: Be sure to set your spam protection to receive announcements from announcements@biketcbc.org. We will be using a service called Vertical Response to send out the messages. If you have your spam protection on high, you might not get the messages. So, check your junk mail in-box now and then just in case.

Q: What kind of volume do you anticipate? Will I be getting a boatload of emails?

A: We anticipate there to be only a few announcements each month and will do our best to consolidate information to keep the volume down.

Q: How do I unsubscribe?

A: At the bottom of all announcements, you will find instructions on how to "opt out" of the announcement system. Or, if you never (ever!) want to get e-mail from the club, send a message to membership@biketcbc.org and ask to have your e-mail address removed from our membership database.

Q: Will I be able to reply to the message? What if I have questions on the message?

A: You will not be able to reply to the message; the communication is one way only. However, if you have questions on the announcement, there will be a contact person indicated in each announcement email.

Q: Will others be able to see my email address?

A: No.

Q: Can I still use the TCBC Discussion Forums?

A: Yes, TCBC encourages the use of the Discussion Forums to facilitate communication amongst members on all things bicycling-related! If you haven't yet checked out the discussion boards, go to <http://groups.msn.com/twincitiesbicyclingclub/messages.msnw> and you'll find a wealth of information, including information on upcoming rides and ride cancellations.

Q: What is the difference between the Announcements system and the Discussion Forums?

A: The Announcements system is for passing along timely and important information regarding club-related business. Announcements are initiated by the Board or key volunteers and are one-way communications only. The Discussion Forums are two-way communications for use by all members for discussions on all things cycling-related.

Q: Who do I contact for questions regarding the announcement system?

A: For questions, please contact Announcements@biketcbc.org.

I would like to thank Kelly Hazel, Dave Erick and Phil Doi for their efforts on this project! Way to go!

Mary Derks
TCBC President