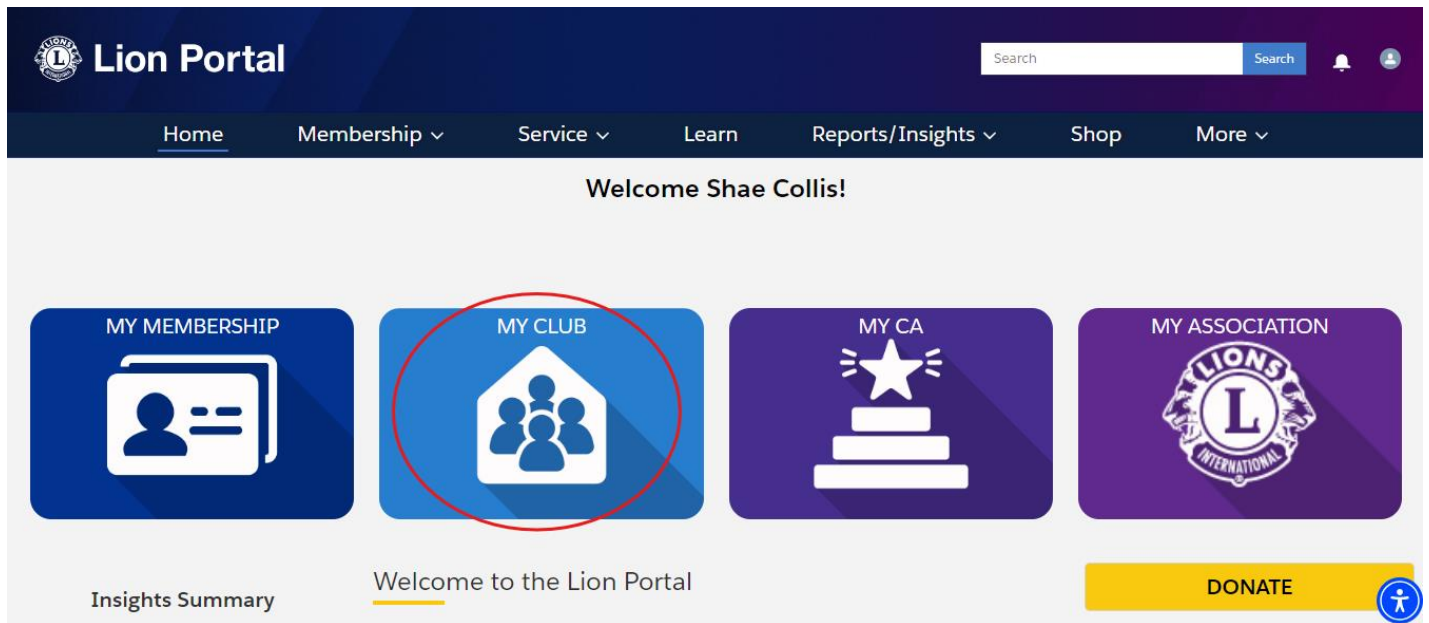


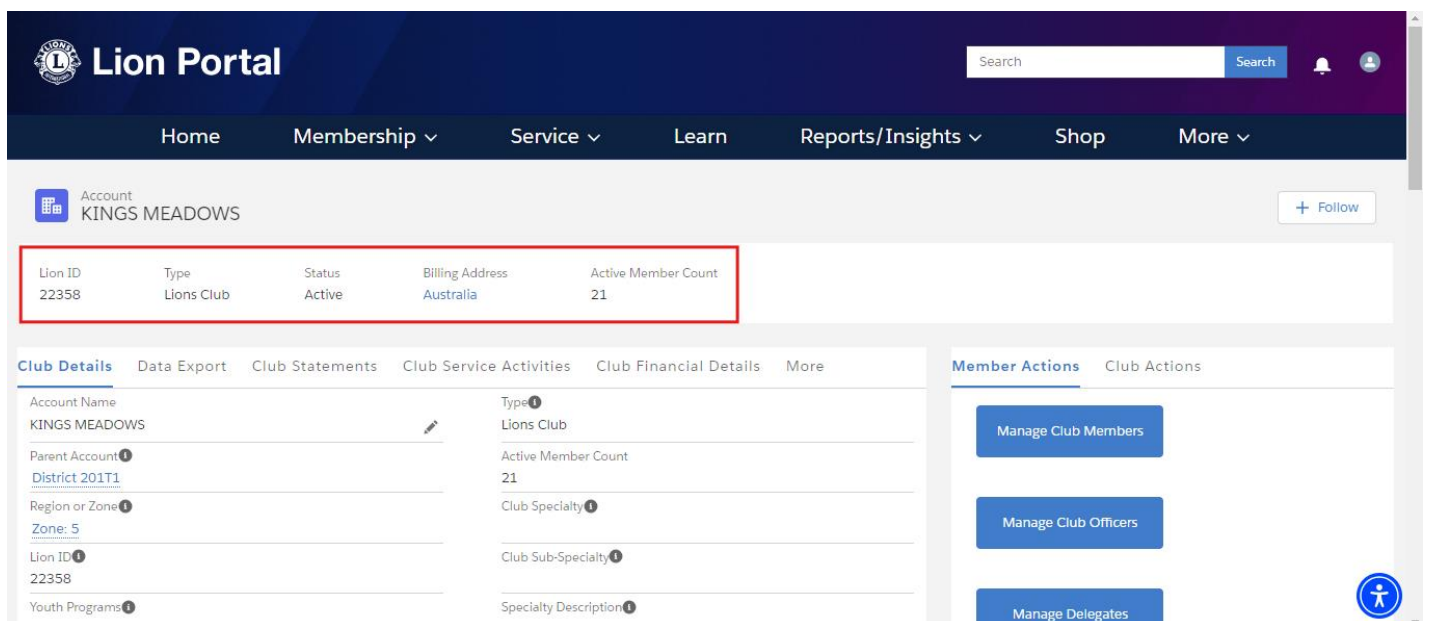
Club Management: Viewing Details About Your Club

From the homepage navigate to the **My Club** page.



This page will show you the details of your Club:

The **top section under the club name** shows the club ID also identified as the Lion ID the club type and the count of active members within the club.



Club Details tab – shows the club details, scrolling down will show you all the information about your Club such as the District that your Club belongs to or any specialty that your Club is assigned, the charter established date, the location of the club, and any meeting location information.

Club Details	Data Export	Club Statements	Club Service Activities	Club Financial Details	More
Account Name KINGS MEADOWS				Type Lions Club	
Parent Account District 201T1				Active Member Count 21	
Region or Zone Zone: 5				Club Specialty	
Lion ID 22358				Club Sub-Specialty	
Youth Programs				Specialty Description	
				Charter Established Date 22/9/1970	
Club Details				Website	
Description					
Address					
Billing Address Australia					
Shipping Address					
Meeting Location 1					
Meeting Place CLUB ROOMS				Meeting Local Place	
Meeting Week of Month First,Third				Meeting Local Street	
Meeting Day Tuesday				Meeting Local City	
Meeting Time 18:30				Meeting Local Zip Code	
Meeting Street 18 MERINO STREET				Meeting Local State or Prov	
Meeting City KINGS MEADOWS				Meeting Local Country	
Meeting State or Prov TAS				Online Meeting 1 <input type="checkbox"/>	
Meeting Zip Code 7249				Online Meeting 1 Place	
Meeting Country AUSTRALIA				Online Meeting 1 Address	

Data Export tab – shows links that will open a new tab containing Member Contact Information, Club Officer Contact Information, or Member Detail information.

Note: you may find this information easier to read by the View Reports function, detailed below under Club Actions.

Lion Portal Account: **KINGS MEADOWS**

Lion ID: 22358 | Type: Lions Club | Status: Active | Billing Address: Australia | Active Member Count: 21

Navigation: Home, Membership, Service, Learn, Reports/Insights, Shop, More

Account Info: Club Details, **Data Export**, Club Statements, Club Service Activities, Club Financial Details, More

Member Actions: Manage Club Members, Manage Club Officers, Manage Delegates

Member Contact Information, Club Officer Contact Information, Member Detail Information

Club Statements tab – provides access to Club dues statements and invoices, and payment history. You can open PDF versions of these by clicking the red paper icons.

Club Details | Data Export | **Club Statements** | Club Service Activities | Club Financial Details | New Club Applications

Please contact Member Services with any questions or concerns.

Opt In/Out of Paper Statements

Monthly Activity

Description	Current Balance	View/Print
1 June 2024 Statement Closing Balance		
2 Payments received July 01, 2024 through July 31, 2024		
3 Charges Incurred July 01, 2024 through July 31, 2024		
4 Current Balance as of July 31, 2024		

Statements and Invoices (2025 | 2024 | 2023)

Statement...	Type	Opening...	Payments	Charges	Closing ...	Date	View Statements
June 2024 St...	Statement					30 June 2024	
June 2024 S...	Invoice					30 June 2024	
May 2024 St...	Statement					31 May 2024	

Member Actions: Manage Club Members, Manage Club Officers, Manage Delegates, View Delegates, View Club Officers

Club Members | Club Officers | Sponsored Clubs

Active Members: 21 of 21 Items • 0 Items selected

Search: Search this list...

Name	Memb...	Memb...	Memb...
Mr. Dennis Mann	Lion-Regular [Active]		
Mr. Fokko Geertsema	Lion-Regular [Active]		

Club Service Activities tab – this will list the club service activities of your Club.

Club Details Data Export Club Statements Club Service Activities Club Financial Details More							
Service Activities (10+) ⚙️ 🔄 10+ Items · Sorted by End Date · Updated a few seconds ago							
	End Date ↓	Title	Service Acti...	Start Date	Report Co...	Activity Level	Record Type
1	22/7/2024	Meals on Wheels	SA-05861603	22/7/2024	<input checked="" type="checkbox"/>	Lions Club	Service Project
2	20/7/2024	Members atten...	SA-05861797	20/7/2024	<input checked="" type="checkbox"/>	Lions Club	Meeting
3	3/7/2024	Vision Services	SA-05801528	3/7/2024	<input checked="" type="checkbox"/>	Lions Club	Service Project
4	2/7/2024	Spectacles coll...	SA-05801525	2/7/2024	<input checked="" type="checkbox"/>	Lions Club	Service Project
5	27/6/2024	Spectacles coll...	SA-05801517	27/6/2024	<input checked="" type="checkbox"/>	Lions Club	Service Project
6	22/6/2024	Lions Promotio...	SA-05737238	22/6/2024	<input checked="" type="checkbox"/>	Lions Club	Service Project
7	21/6/2024	Recycled Spect...	SA-05737273	21/6/2024	<input checked="" type="checkbox"/>	Lions Club	Service Project
8	15/6/2024	Attended inaug...	SA-05737299	15/6/2024	<input checked="" type="checkbox"/>	Lions Club	Meeting
9	9/6/2024	Bunnings BBQ	SA-05737284	9/6/2024	<input checked="" type="checkbox"/>	Lions Club	Fundraiser
10	4/6/2024	Club Meeting	SA-05674898	4/6/2024	<input checked="" type="checkbox"/>	Lions Club	Meeting

[View All](#)

If you select the **service activity link** within the within the list, you will see the actual details of that service activity.

Club Details Data Export Club Statements Club Service Activities Club Financial Details More							
Service Activities (10+) ⚙️ 🔄 10+ Items · Sorted by End Date · Updated a few seconds ago							
	End Date ↓	Title	Service Acti...	Start Date	Report Co...	Activity Level	Record Type
1	22/7/2024	Meals on Wheels	SA-05861603	22/7/2024	<input checked="" type="checkbox"/>	Lions Club	Service Project

Service Activity
SA-05861603

Title Meals on Wheels	Sponsor KINGS MEADOWS	Status Reported
--------------------------	--	--------------------

▼ Information

Record Type Service Project ✎	Report Complete ⓘ <input checked="" type="checkbox"/> ✎
Title ⓘ Meals on Wheels ✎	
Sponsor ⓘ KINGS MEADOWS ✎	Cause Other Humanitarian Service ✎
Activity Level Lions Club	Project Type Other Health Service Activity ✎
Status ⓘ Reported	Description ⓘ A Club member completed a Meal on Wheels voluntary activity ✎
Start Date ⓘ 22/7/2024 ✎	Created By , 25/7/2024, 8:40 am
End Date ⓘ 22/7/2024 ✎	

Financial Details tab – if you have permissions, it will let you see the balance and any statement information about your Club.

Club Details Data Export Club Statements Club Service Activities **Club Financial Details** More

Balance Forward
[Redacted]

Date of Latest Statement
30 June 2024

Charges Since Last Statement
0 (USD)

Credits Since Last Statement
[Redacted]

To the right you will see two tabs **Member Actions** and **Club Actions** if you have permissions to manage your Club you will see a variety of buttons.

Account
KINGS MEADOWS [+ Follow](#)

Lion ID	Type	Status	Billing Address	Active Member Count
22358	Lions Club	Active	Australia	21

Club Details Data Export Club Statements Club Service Activities Club Financial Details More

Account Name: KINGS MEADOWS Type: Lions Club

Parent Account: District 201T1 Active Member Count: 21

Region or Zone: Zone: 5 Club Specialty

Lion ID: 22358 Club Sub-Specialty

Youth Programs Specialty Description

Charter Established Date: 22/9/1970

Website

Member Actions Club Actions

- Manage Club Members
- Manage Club Officers
- Manage Delegates
- View Delegates
- View Club Officers

Member Actions tabs

Member Actions Club Actions

- Manage Club Members
- Manage Club Officers
- Manage Delegates
- View Delegates
- View Club Officers

Manage Club Members – this is where you can add new members, update existing members details, reinstate previous members, transfer members to other clubs, or drop a member.

Manage Club Members

Choose what you want to manage below.

*

- Add New Member
- Edit Member
- Reinstate Member
- Transfer Member
- Drop Member

Next

Manage Club Officers – this is where you can create and update the officer assignments at your club (e.g. President, Secretary, Treasurer, Membership, etc.).

Manage Club Officers

* Select from the options below

- Create New Assignment
- End Assignment
- Add Officer Address

Next

Manage and View Delegates for District, Multiple District and International Conventions.

Manage Delegates

* Convention Type

- District
- Multiple District
- International

* Time

- Past
- Upcoming
- Show Voided

Conventions

2 of 2 items · 0 items selected

Convent... ▾	Start Date	End Date	Venue ▾	Is Void?
<input type="radio"/> 45th 201T1 Lions Convention	8 Nov 2024	10 Nov 2024	Circular Head Community and Recreation Centre and Tall Timbers Tasmania	

View Club Officers – view the details of current, previous, or future club officers. *Note: members without officer permissions will only be able to see this action.*

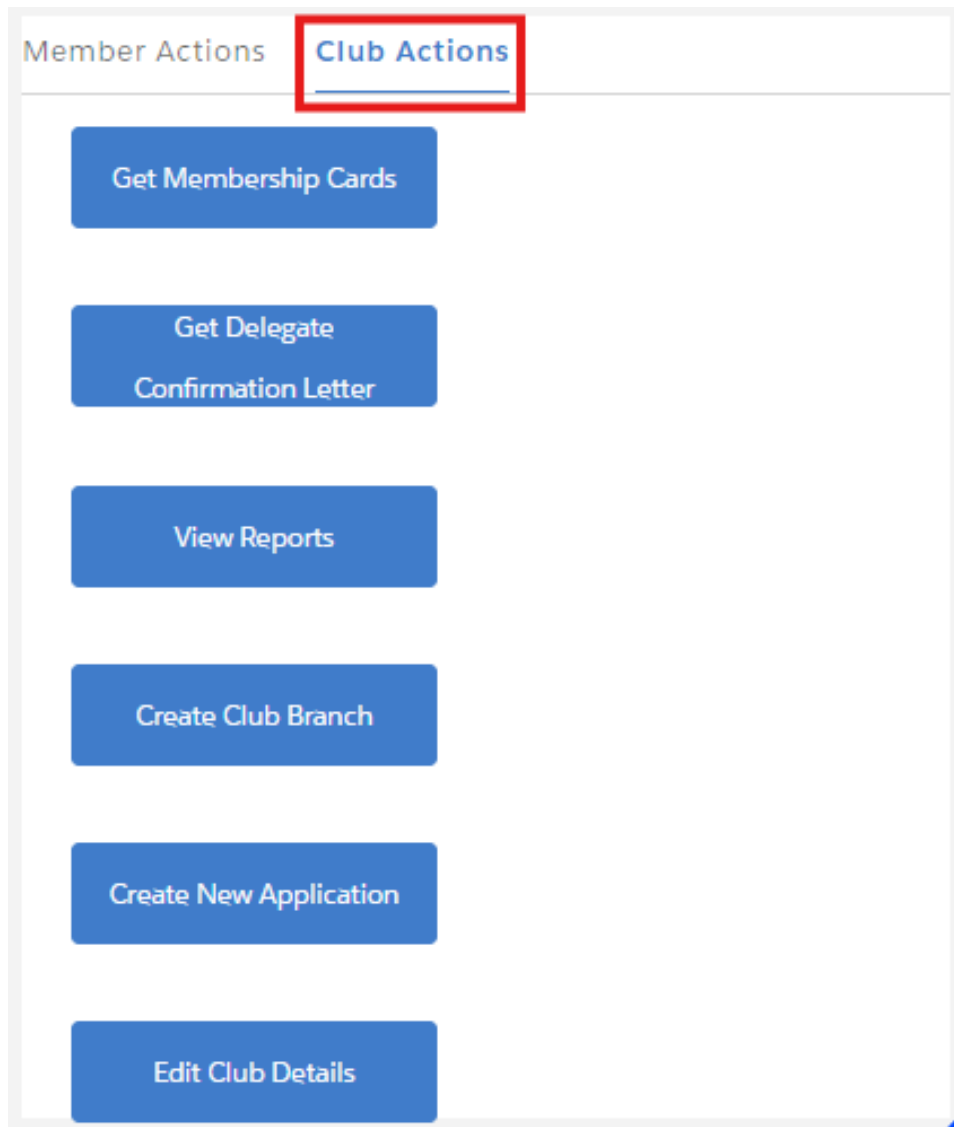
View Club Officers

Which Officers Would You Like To See?

- Current Officers
- Past Officers
- Future Officers

Next

Club Actions tabs – *Note: only members with officer permissions will see these actions.*

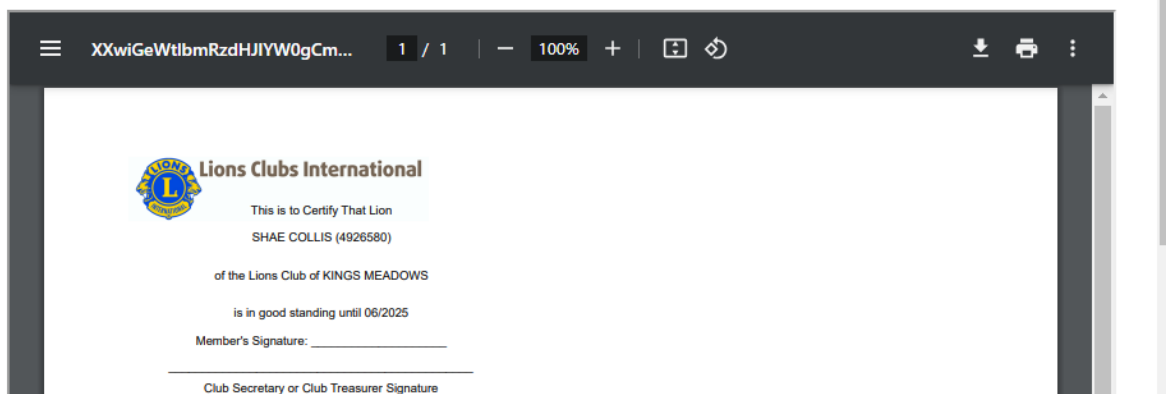


The screenshot shows a navigation menu with two tabs: "Member Actions" and "Club Actions". The "Club Actions" tab is highlighted with a red border. Below the tabs, there is a vertical list of six blue buttons with white text:

- Get Membership Cards
- Get Delegate Confirmation Letter
- View Reports
- Create Club Branch
- Create New Application
- Edit Club Details

Get Membership Cards – generate cards certifying members good standing.

Get Membership Cards



Get Delegate Confirmation Letter – generate letter confirming members delegation status for District, Multiple District, and International Conventions.

Get Delegate Confirmation Letter

* Convention Type

- District
- Multiple District
- International

Conventions				
2 of 2 items • 0 items selected				
Convention	Start Date	End Date	Venue	Is Void?
<input type="radio"/> 45th 201T1 Lions Convention	8 Nov 2024	10 Nov 2024	Circular Head Community and Recreation Centre and Tall Timbers Tasmania	
<input type="radio"/> 45th District Convention	8 Nov 2024	10 Nov 2024	Circular Head Recreation Centre Smithton Tasmania	

View Reports – generate various club specific reports

- Club Achievements
- Club Attendance Report
- Club Monthly Reporting History
- Lions Club Officer Report for Current Year
- Club Roster
- Club Roster of Membership Data
- Lions District Officer Contact List
- Family Unit Report
- Lions Club Contact List
- Lions Club Officer Report for Next Year
- Member Information Update Report}
- Monthly Membership Report - Detail

View Reports



Reports

Select a Report

Select a Report

Submit

Create Club Branch

Please enter New Club Branch Details.

* Branch Name

Branch Specialty

Club Branch Meeting Information (Optional)

Meeting Street

Meeting City

Meeting Zip Code

Meeting State/Prov

Meeting Country

Meeting Place

Meeting Week of the Month

Meeting Local Place

Create a New Application – submit an application for a New Club that your club is sponsoring.

Create New Application

Enter the required information below to create your new club application.

As a Club-level Officer, your Club will automatically be set as the Club Sponsor on this new Application.

* Name of Proposed Club (include Distinguishing Designation)

Club Type

[New Club Criteria](#)

I have read the New Club Criteria

Next

Edit Club Details – edit the details of your club that are listed within the Club Details section mentioned above.

Edit Club Details

▼ Club Details

Club Specialty

-- none selected --

Specialty Description

Club Website

Club Description

▼ Meeting Location 1

Meeting Place

CLUB ROOMS

Meeting Local Place ⓘ

Meeting Local Address

Country

--None--

Street

Underneath the Member and Club Actions section there is a section with three tabs: **Club Members, Club Officers, and Sponsored Clubs.**

Billing Address
Australia

Shipping Address

▼ Meeting Location 1

Meeting Place ⓘ
CLUB ROOMS

Meeting Week of Month ⓘ
First,Third

Meeting Day ⓘ
Tuesday

Meeting Time ⓘ
18:30

Meeting Street ⓘ
18 MERINO STREET

Meeting City ⓘ
KINGS MEADOWS

Meeting State or Prov ⓘ
TAS

Meeting Zip Code ⓘ
7249

Meeting Country ⓘ
AUSTRALIA

> Meeting Location 2

Meeting Local Place ⓘ

Meeting Local Street ⓘ

Meeting Local City ⓘ

Meeting Local Zip Code ⓘ

Meeting Local State or Prov ⓘ

Meeting Local Country ⓘ

Online Meeting 1 ⓘ

Online Meeting 1 Place ⓘ

Online Meeting 1 Address ⓘ

Club Members Club Officers Sponsored Clubs

▼ Active Members

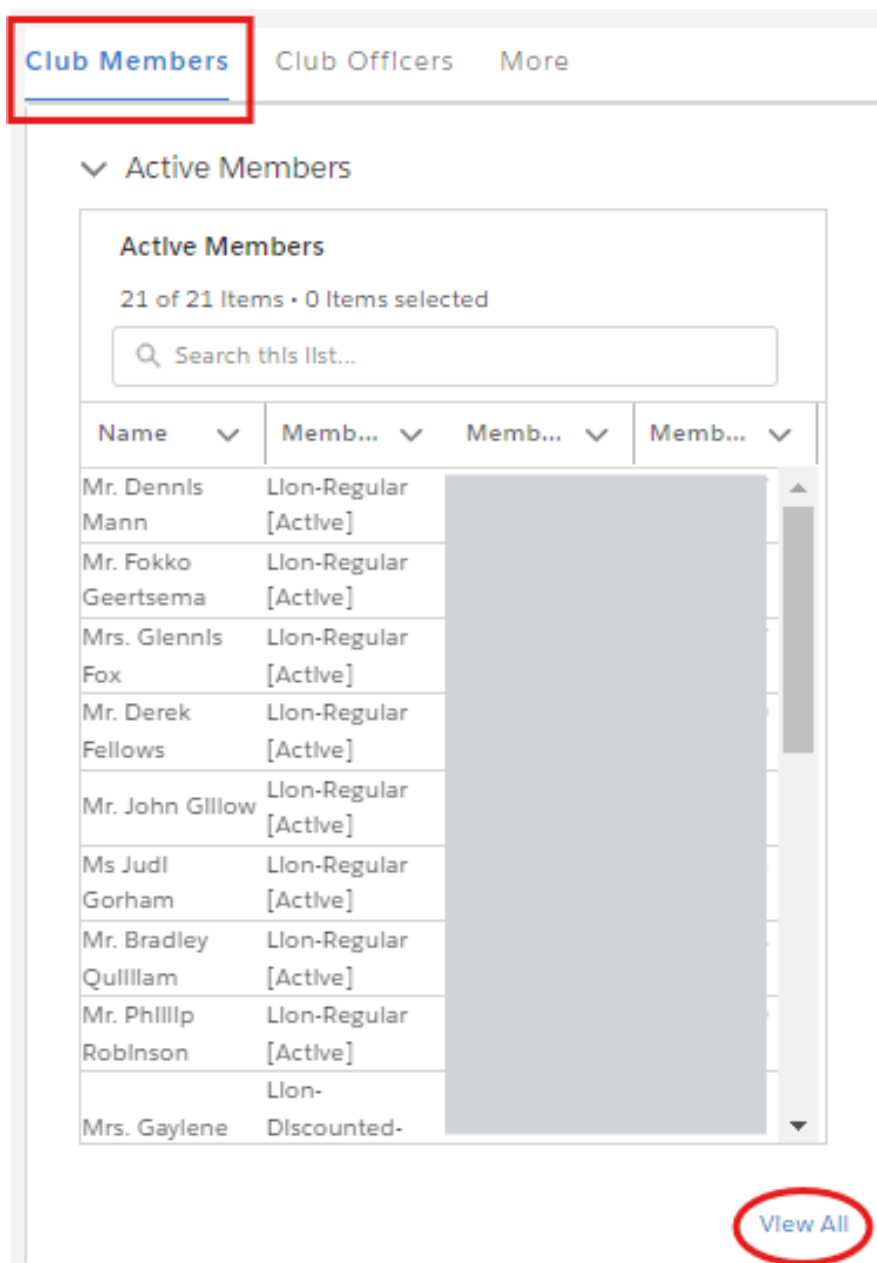
Active Members
21 of 21 items · 0 items selected

🔍 Search this list...

Name	Memb...	Memb...	Memb...
Mr. Dennis Mann	Lion-Regular [Active]		
Mr. Fokko Geertsema	Lion-Regular [Active]		
Mrs. Glennis Fox	Lion-Regular [Active]		
Mr. Derek Fellows	Lion-Regular [Active]		
Mr. John Gillow	Lion-Regular [Active]		
Ms Judi Gorham	Lion-Regular [Active]		
Mr. Bradley Quilliam	Lion-Regular [Active]		
Mr. Phillip Robinson	Lion-Regular [Active]		
Mrs. Gaylene	Lion-Discounted-		

[View All](#)

Club Members tab – shows a quick view of the members who are in your club, selecting view all will expand the view for an easier read of the member's contact information.



To go back to the club page, select the **name of the club** at the top of the expanded list.

Accounts > **KINGS MEADOWS**
Club Members

50+ Items - Sorted by Membership Status - Updated a few seconds ago

	Contact Full Name	Membership Full Type	Email	Phone	Lion Jo...	Start Date	End Date	Members...	Membership: Me...
1	Darrell Atkinson	Lion-Life [Active]			1/8/1987	6/6/2017		Active Member	MEMBER#0009103611
2	Mr. Derek Fellows	Lion-Regular [Active]			1/12/1994	1/4/2002		Active Member	MEMBER#0009103616
3	Mrs. Glennis Fox	Lion-Regular [Active]			1/11/1999	1/11/1999		Active Member	MEMBER#0009103617
4	Mr. Fokko Geertsema	Lion-Regular [Active]			1/7/1998	1/7/1998		Active Member	MEMBER#0009103619
5	Mr. Linden Hearps	Lion-Life [Active]			1/1/1988	6/6/2017		Active Member	MEMBER#0009103621
6	Mr. Dennis Mann	Lion-Regular [Active]			1/3/1998	1/3/1998		Active Member	MEMBER#0009103624
7	Mr. Phillip Robinson	Lion-Regular [Active]			1/8/1996	27/6/2011		Active Member	MEMBER#0009103635
8	Mrs. Angela Hughes-Martin	Lion-Regular [Active]			1/4/2007	10/3/2014		Active Member	MEMBER#0009103651
9	Mr. John Gillow	Lion-Regular [Active]			18/3/2008	1/3/2008		Active Member	MEMBER#0009103659

Club Officers tab – will give you a view of any past or active officers; by selecting the view all you will see a full list of officers for your club which will include all past current and future officer assignments.

Club Members **Club Officers** Sponsored Clubs

Active Officers

Active Officers

13 of 13 Items • 0 Items selected

Search this list...

Name	Title	Me...	Me...	End Date
Shae Collis	Club President			
Darrell Atkinson	Club Treasurer			
June Pearton	Club First Vice President			
Glenns Fox	Club Director			
Sandra Whiteley	Club Director			
Derek Porter	Club Director			
Phillip Robinson	Club Secretary			

> Non-Active Officers

View All

Again, select the **club name** at the top of the list to return to the club page.

Accounts **KINGS MEADOWS** Officers

50+ Items • Sorted by End Date • Updated a few seconds ago

Member Full Name	Title	Member Email	Member Phone	OTA Status	End Date
1 Shae Collis	Club President			Active	30/6/2025
2 Darrell Atkinson	Club Treasurer			Active	30/6/2025
3 June Pearton	Club First Vice President			Active	30/6/2025
4 Glenns Fox	Club Director			Active	30/6/2025
5 Sandra Whiteley	Club Director			Active	30/6/2025
6 Derek Porter	Club Director			Active	30/6/2025
7 Phillip Robinson	Club Secretary			Active	30/6/2025
8 Judi Gorham	Club Membership Chairperson			Active	30/6/2025
9 John Gillow	Lion Tamer			Active	30/6/2025

Sponsored Club tab – see any clubs that may be sponsored by your Club. To navigate to any of these just select the club you wish to view and then select the view button the system will bring you to the details of the club you selected.

Note: keep in mind that if you do not have permissions to view certain details the system will block you from seeing those details.

Club Members Club Officers **Sponsored Clubs**

▼ Sponsored Clubs

0 of 0 Items - 0 Items selected

Name ▼	Type ▼	Status ▼	Charter E...
No Items to display.			

[View](#)