



## Association Management System

&

## Membership

- 1.EJCA and its Membership History**
- 2.Wild Apricot**
- 3.Functionalities**
- 4.Pros and Cons**
- 5.Our experiences**
- 6.Review and advice**

[Edmonton Japanese Community Association \(ejca.org\)](http://ejca.org)

## **EJCA: Mission - To promote Japanese and Japanese Canadian Culture, Language, Tradition and History**

**2023 membership: registered 481 (= 700 people)**  
**Not renewed 312 (= 400 people)**

**JCs and Canadians: about 50/50**

**Annual budget: \$100,000**

**The Centre is co-operated with Community League**



- 1947~1976**      **Co-op for purchasing Japanese Foods**  
**Established as a NJCCA's chapter**  
**Social and sports event**
- 1977~1994**      **Majority of members were JCs**
- 1994**              **EJCA Centre opened, the focus of the EJCA**  
**widen to include a vision; “sharing Japanese**  
**culture with all”. Many Canadians interested in**  
**Japanese Culture are EJCA members.**
- 2010~**              **Membership tracking by MSAccess database**
- 2020~**              **Wild Apricot Association Management System**

# What is “Wild Apricot”?



**EJCA**  
エドモントン  
日本文化協会

- All-in-one subscription based Association Management Solution
- Membership information is available for every components.

REBRANDING / DESIGN

**Website  
“public front end”**

**Membership Management**

**Event and Programs  
organization & support**

**Infrastructure,  
Payments System  
Integration** 

Cost: Two-year subscription for “2,000 membership” plan = \$6,000 (\$280/month)  
EJCA’s Web admin is a team of 3 member-volunteers, no paid staff required.

# Topic: “Website example: Join the EJCA”



**Good**

- Simple to edit and add new pages
- ‘Just enough’ style elements and good selection of gadgets
- Pages are versioned, so you can revert changes

**Could be better**

- We “manually” make pages appear bilingual (2-columns)
- Besides html/iframe you are stuck with the widgets/plugins that come from WA

**Negative**

- Site can look a little “dated” and static
- Will be hard to move off to something else
- “Webspace” is really small - 2GB

**Join the EJCA community!**

Become part of our warm, welcoming community and explore our rich history. Meet likeminded people who share an interest in Japanese Canadian culture, and take advantage of the many perks we have to offer.

[Sign up online](#)

or

Complete our printable PDF form and mail it to the EJCA office with a cheque.

[Download form \(PDF\)](#)

**あなたもご一緒にしませんか?EJCA Communityへ!**

カナダの文化と日本の文化が融合するコミュニティ。カナダ文化を知るもよし、日本文化のシェアもよし、誰でもいつでもWelcomeです！メンバーには特典がいっぱい！新しい出会いや未知の自分発見を、安全であたたかなEJCA Communityで始めませんか？

[オンライン登録](#)

または

こちらの書類 (PDF) をダウンロードして印刷し記入した後、小切手を同封してEJCAのオフィスに郵送してください。

[ダウンロード \(PDF\)](#)

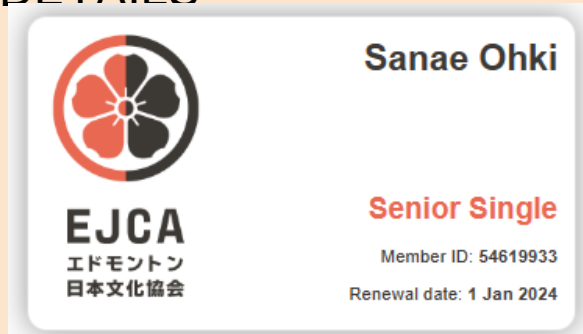
# Topic: Membership Profile page

**My Profile** *Welcome to your profile page. .... Here you can review and correct your contact and membership details, invoices, payments, event registrations.*

[EDIT PROFILE](#)

[My directory profile](#)

## MEMBERSHIP DETAILS



[Image optimized for smartphones](#)

[Printable PDF](#)

**Member since\***  
**Renewal due on\***  
**Name\***  
**Email\***  
**Birthdate**  
**Phone**  
**Address\***

**Privacy policy\***  
**Newsletter online? \***  
**Groups: 日本語サロン**  
**Emergency contact**  
**Motivation for joining EJCA**

# Topic: Membership Management

## Member List Report as of September 18, 2023

Membership Level (annual fee)	Total	Active	Renewal overdue
Family (\$35)	274	136	137
Junior (\$5)	22	16	6
Single (\$20)	347	177	169
Senior Couple (\$0)	51	51	0
Senior couple with one < 70 (\$20)	8	8	0
Senior Single (\$0)	93	93	0
<b>Total membership</b>	<b>795</b>	<b>481</b>	<b>312</b>

**Good**

- **Easy setup of membership levels**
- **Mostly self-serve to sign-up and renew membership**
- **Bulk-Email depends on selection criteria, e.g., all senior memberships.**

**Could be better**

**Negative**

# Topic: Event/Culture Programs page

## 2023 Annual General Meeting

When 14 Oct 2023  
3:30 PM - 4:30 PM

Location EJCA Centre, 6750 88 St NW,  
Edmonton, AB



2023

AGM

### REGISTRATION

• 2023 AGM

REGISTER

Good

- Easy to setup new events
- Easy to auto-email all members, remind all participants, etc
- Can configure multiple price levels, add-ons, waitlist, guests, etc
- Registrants reports is useful.

Events, workshops, Japanese Language classes, Kids classe, and club activities are the reasons **new members to join the EJCA**. The new Management System is working well for the support of these programs!

Could be better

Negative



# Wild Apricot: Pros and Cons that we noted



## Pros

- Members use it well as designed
- Multiple levels of memberships
- Membership renewal automated
- Many options to set up events
- Easy to build/add new Web pages
- Email capability – well used
- Payments process embedded (renewal, events, shop) and logged
- WA auto-applies frequent updates
- No down-time
- Excellent support and help pages
- Mobile friendly design
- EJCA volunteer team administrate WA, no paid staff is required

## Cons

- Email-address is the membership identification.
- Separate ‘Data backup’ is up to the organization if needed
- Reporting functionality very limited
- No direct integration to an accounting solution (API is available)
- No all-in-one solution for ‘EJCA clubs’ membership
- Commands are NOT bilingual, contents are okay with Japanese.

- **Wild Apricot works well for us and has not let us down.**  
**We are activation available functions to use, such as Donation**
- **One size fits all for all types of associations?**
  - Depends on many factors and how much weight and emphasis is put on the respective components/ features (cf scope)
- **Shortcomings? Yes, but do they matter much?**
  - No solution is perfect, so a solid build-up of experience by project team, membership coordinators, office staff, event coordinators, board is essential to get a feel for the prospective solution and comment on the trade-offs
- **Future-proof?**
  - Hard to tell; make sure you have backups in addition (-> it's 'your' data after all!) and workarounds in place (e.g. for members that are not online)
- **Consider who 'operates' the system**
  - EJCA has volunteer Web admins and functional users who focus on the membership management, event management, website design & updates.



**Thank you!**

**Please contact the following email to get a link to  
this presentation and ask any questions!**

**[director2@ejca.org](mailto:director2@ejca.org)**