

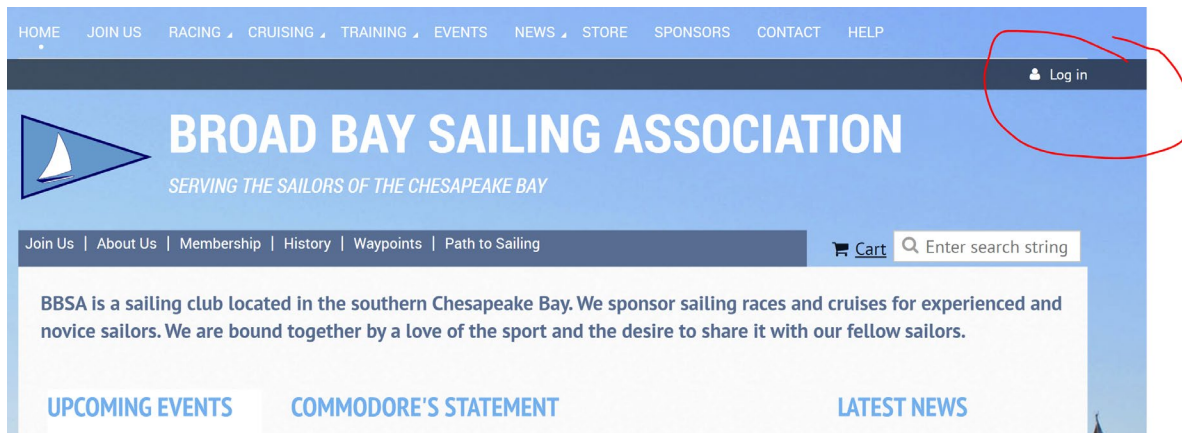
Reviewing and Modifying Your BBSA Membership Profile

We recommend/request that all active members occasionally review their membership profile information. Also, we now have a new waiver of liability related to COVID that we ask you to review and accept. Sometimes we also add new feature or information to the profile, such as whether you are available to crew on races or cruises.

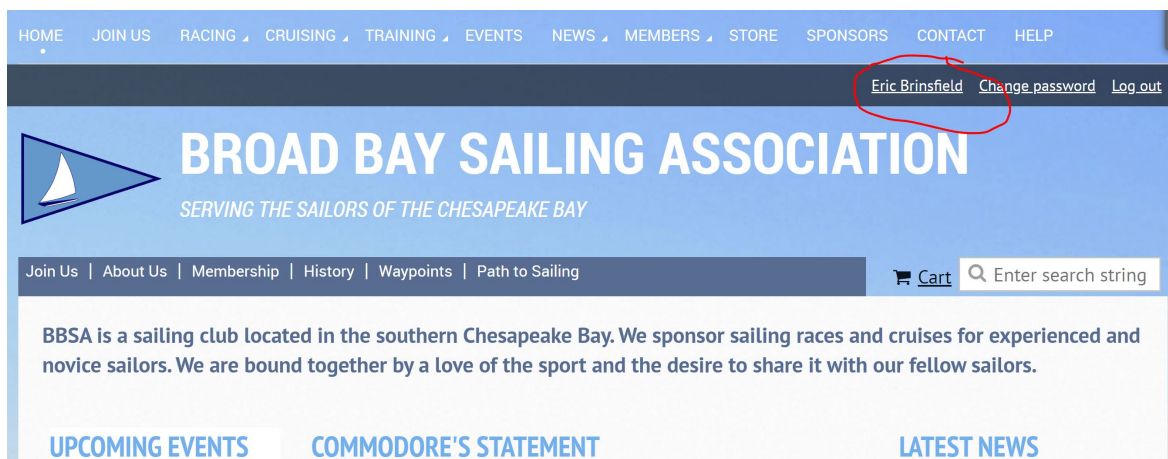
Please review your profile and update as needed by doing the following:

Log In

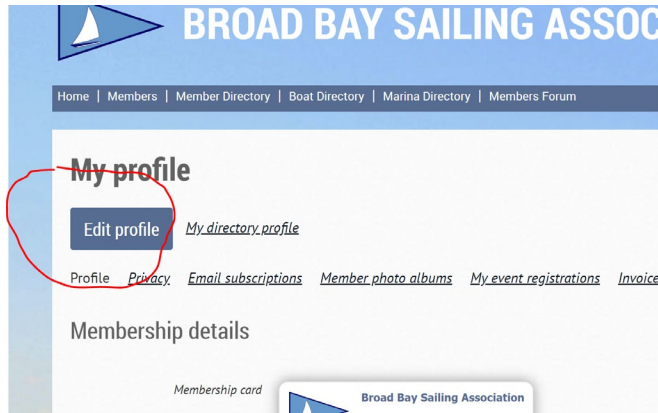
Be sure to log into the website first by clicking on Log In (circled below):



After signing in with *userid* and *password*, go to your PROFILE by clicking on your name at the top of the page:

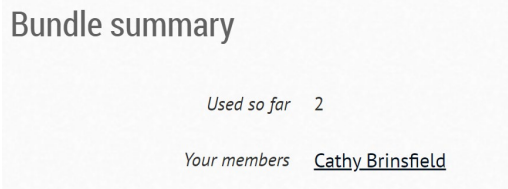


Once in the PROFILE page, click on **Edit profile**.

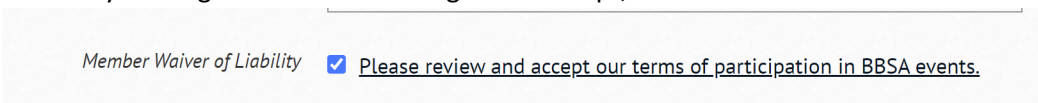


The edit window will open. **WARNING: After editing, you must press the SAVE button before you leave.**

- Review all your contact information and be sure the emails and phone numbers are correct. NOTE: Your spouse or significant other, will be listed in their own membership record. You will not see any fields for that member. For example, Cathy and I are in the same membership, but she has her own membership record. She can edit he own information.



- Please scroll down until you see the “Member Waiver of Liability” check box. You can read the waiver by clicking on the link to the right. To accept, click on the check box.



- If you want to be listed as “available to crew”, scroll down to that section and edit appropriately:

Crewing availability

Show me in a search for crew: Clear selection
 No
 Yes
Set to No if you are not available to crew during a
Set to Yes, if you want to be listed as potentially a

LCSA on Wednesday nights Clear selection
 Never available
 Sometimes available
 Frequently available
 Currently crewing on an LCSA boat

Willoughby on Thursday nights Clear selection
 Never available
 Sometimes available
 Frequently available
 Currently crewing on Willoughby boat

Weekend races Clear selection
 Never available

This information is automatically displayed on several pages within the website. For example try looking at the webpage: <https://broadbaysailing.org/LCSA-Crew> which lists all members expressing interest in crewing on Wednesday nights.

When you are done editing, scroll to the top or bottom of the page and press SAVE.

Send questions to: webmaster@broadbaysailing.org

Eric Brinsfield
S/V Flight Risk