

Proposed Workflow to reconcile OHSLA Current Membership Status with GMR Listserv

- Eligibility for GMR Listserv inclusion is active OHSLA membership or pending renewal status within 6 months of renewal date.
- In June and December the webmaster will run a list of members from Wild Apricot with a pending renewal status and send the list to the membership chair*.
- The membership chair* sends out a message to individuals with pending renewal status reminding them that their membership renewal is due and that GMR subscription is a benefit of membership. Notification is included that they have until June or December (whichever applies) to renew or they will be removed from the GMR list.
- The next time the webmaster runs the list any individuals still in pending renewal status after 6 months are then deleted from the GMR listserv. [Should they be notified?]
- Anyone currently in the Wild Apricot database with a pending renewal status over 1 year should be automatically removed from the GMR list

*the webmaster can also send the reminder if the membership chair would prefer

Note: It looks like we also have some clean up to do for former members with a pending renewal status that goes back several years. If you don't want to delete them completely, if it's possible, I'd create another status for past members. That way you could reach them if you are doing a membership drive, but they're not mixed in with individuals who have a more recent pending renewal status.