



# District and Club Database (DACdb)

## Level-5 Access for Area Officers

February 11, 2017

**HOW DO I** send PMail to everyone in a committee, except for one member. I want to CC that member.

Committee Members: Assistant Governors 2016-17 Search...

(Insert Committee Description here...)

Committee Chairs

Jonathan L. Spillman  
Chair

From the DACdb HOME page I clicked on the COMMITTEES tab and opened the Assistant Governors 2016-17 committee.

When the COMMITTEE MEMBERS page opened I unchecked Susie Kelly ...

... then I clicked on the PMAIL icon up here.

#	Action	Member Name	Club Name	Member Type	Club Position	Home Phone	Office Phone	Cell Phone	Email
1	<input checked="" type="checkbox"/>	Armstrong, James McCoy Jr.	Lexington	Active	President-Elect	336-248-2824	336-248-2886	828-292-3966	jarmstrong1@wncumc.net
2	<input checked="" type="checkbox"/>	Burroughs, David N.	Walnut Cove	Active	President-Elect Immediate Past President		336-726-8111	336-970-1534	davidb@homesinws.com
3	<input checked="" type="checkbox"/>	Cannady, Claudia H.	Summit (Greensboro)	Active	Secretary Secretary-Elect	336-855-0290	336-271-4313	336-312-2334	claudia.cannady@gmail.com
4	<input checked="" type="checkbox"/>	Gouty, James G.	Asheboro	Active	Club Membership Chair Vice President Immediate Past President	336-736-3417	336-626-2196	336-953-0008	jjgouty@bbandt.com
5	<input checked="" type="checkbox"/>	Hale, Kathy W	Eden	Active	Family of Rotary Chair	336-635-1049	336-627-7737		Kathy.Hale@edwardjones.com
6	<input checked="" type="checkbox"/>	Haney, Carol	Southern Pines	Active		910-692-6114		(910)315-5013	carolhaney13@gmail.com
7	<input type="checkbox"/>	Kelly, Susie C	Southern Guilford	Active	Club Polio Plus Chair	336-855-0245	336-274-6671	336-508-4186	trophy789@aol.com
8	<input checked="" type="checkbox"/>	Lee, Sang-Ho	Alamance (Burlington)	Active		336-542-2776	336-584-0993	336-214-2491	masterlee@leebrotherskick.com
9	<input checked="" type="checkbox"/>	Matthews, Tim	Surry Sunrise	Active		336-786-4826	336-786-2177	336-816-8581	tgmattthews@triad.rr.com
10	<input checked="" type="checkbox"/>	Rosser, Thomas M. Jr.	Sanford	Active			919-776-8500	919-356-4614	trosser@cplanning.com
11	<input checked="" type="checkbox"/>	Shoemaker, Todd W.	Furnitureland	Active	Interact Club Contact	336-869-4581	336-884-0063	336-884-2604	t.shoemaker@servpro797.com
12	<input checked="" type="checkbox"/>	Spillman, Jonathan L.	Guilford (Greensboro)	Active		336-307-3255	336-335-1111	336-707-2749	jon.spillman@edwardjones.com

100 Rows [12 Results] - [Showing 1 - 12] - [Page 1]

Personalized Mail v4 (UserID)

PMail lets you send personalized messages to members. Schedule Delivery Select Group Select Template Merge Send

Send Options Type=UserID

FROM: Phil Morris

TO: Armstrong, James McCoy Jr.; Burroughs, David N.; Cannady, Claudia H.; Gouty, James G.; Hale, Kathy W; Haney, Carol; Lee, Sang-Ho; Matthews, Tim; Rosser, Thomas M. Jr.; Shoemaker, Todd W.; Spillman, Jonathan L.;

Subject: Assistant%20Governors Committee

Add CC Add BCC Show/Change Reply To Show/Change From Address Attach File

Click on Add CC to open a field for an email address:

(no Susie Kelly here!)

Dear {Name%},

