

Membership Retention — Our Lodge Page (OLP) System

Frequently Asked Questions (FAQs) for Lodge Officers and the Brethren

“Masons living Masonry in their daily lives”

[Updated 1/29/20]

Introduction

The purpose of this document is to provide information and answer key questions about **a beneficial tool that can make a positive impact on Membership Retention results for our Lodges and grand jurisdiction.** How? By making it easy for our Lodge Officers to communicate events and activities along with empowering the Brethren to connect with one another using a secure and private technology platform. The technology platform is called the **Our Lodge Page (OLP) System.** The vendor that provides this system is the same one which developed and manages MORI, our statewide Masonic membership database. Therefore, information stored in MORI is accessible in the background and integrated to keep the OLP System secure and private along with delivering a positive user experience. Also, the use of the OLP System (mobile app and website) is at no cost to our Lodges or the Brethren. A number of Lodges across the state are already using the OLP System and enjoying its benefits.

Fundamentally, a technology platform like this one that includes features like a Lodge Calendar, automatic weekly reminders of upcoming events, ability to RSVP for events, electronically chat one-on-one or in groups, and post information (including pictures) similar to a social media experience **will be attractive to Brethren of all ages.** Also, the ability to limit what is viewable by the Public, all Illinois Freemasons in “Good Standing” or just Lodge members in “Good Standing” is powerful.

Our Lodge Page (OLP) System — Frequently Asked Questions (FAQs) Information

1. Why is the Grand Lodge of Illinois promoting the use of the Our Lodge Page (OLP) System — Mobile App and Website?

- It can make a positive impact on Membership Retention results for our Lodges across the state.
- It has distinct benefits for the Brethren and contributes to successful Lodge operations.
- It provides a valuable tool for an “Active Lodge for Illinois Freemasonry” to deliver a compelling and valuable Masonic Membership Experience.
- It has the ability to:
 - Leverage the modern technology of a private and secure platform for improved Lodge event and activity communication in addition to direct member engagement — at no cost to Brothers or Lodges
 - Empower Brothers to stay connected with the fraternity with the ability to update their personal contact information stored in MORI, our statewide Masonic membership database and access contact information for the Brothers in the Lodge

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2. Who can access the OLP System?

- Brothers with Status = “Good Standing” in MORI including:
 - Master Masons
 - Fellowcrafts
 - Entered Apprentices

Note: The same technology vendor that manages MORI is responsible for the OLP System; therefore, the information stored in MORI is accessible in the background and integrated to keep the OLP System secure and enhance the user’s experience.

3. Why should a Brother use the OLP System Mobile App?

- Quickly access private and secure information about what is occurring in the Lodge
- View Lodge news / posts of activities and photos related to the Lodge — basically, feel connected to the Brethren similar to a general social media experience
- Stay current on Lodge Calendar events and activities using a trusted and credible source — including the ability to see calendar event details, indicate your intent to attend, and get driving directions
- Quickly view Masonic events occurring within Lodges in the District which provides great opportunities for Masonic Travel to enjoy several fellowship and learning opportunities while expanding the connection with local Brothers and friends
- Electronically chat with individual Brothers or Groups of Brothers in a private environment — for example, a Group Chat for the Lodge Elected Officers can be a great communication tool to facilitate important and speedy Lodge business
- Contact any Brother of the Lodge using the embedded Membership Directory feature including the ability to email, call or send electronic text messages (using those features of your mobile phone)
- Keep personal contact information current to receive valuable communications from the Grand Lodge (e.g. Illinois Freemasonry Magazine) and other important communications distributed by our Grand Master, Grand Secretary and other Masonic leaders at the Lodge, District and Area levels; also this capability is important for when Lodge Brothers need to reach you.
- Receive automatic weekly reminder emails that highlight upcoming local Lodge events and news
- Ability to pay dues easily and securely with a credit card — if the feature is enabled by the Lodge
- Easily search for information about Lodges across the state that you can visit during your travels

4. What Lodge Membership information can a Brother view in the OLP System?

- The system automatically provides access to information for a Brother’s Lodge or Lodges (including any Honorary Memberships) listed in his MORI member record.

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5. How can a Brother find his Lodge’s OLP Website?

- To access your Lodge’s OLP website, type in the Lodge Number followed by “-il.ourlodgepage.com” into your Internet search browser.
- Here is an example; click on the link — Hesperia Lodge No. 411 — <https://411-il.ourlodgepage.com>.

Note: The OLP System team recently did a facelift to their website template to include the “Not Just A Man. A Mason.” professional image in the website header. They also included the 30 second version of the “Even Better” video. These are great enhancements!

The screenshot shows the website for Hesperia Lodge #411 A.F. & A.M. The header includes the lodge name and address (5418 W. Gale, Chicago, IL 60630) and a 'Member Portal' link. The main banner features a man's face and the slogan 'Not just a man. A Mason.' Below the banner is a navigation menu with 'Home', 'Contact', 'Calendar', 'Photos', 'Files', 'News', and 'Sign In / Create Account'. The 'Calendar' section lists two events: 'Stated Communication' on Jan 23, 2020, and 'Intender Workshop' on Jan 25, 2020. The 'We Make Good Men Better' section features a video player for 'EVEN BETTER 30 seconds' from Scottish Rite NMJ USA.

6. Who are the Administrators / Webmasters of the Lodge’s OLP System?

- The five Senior Lodge Officers — Worshipful Master, Senior Warden, Junior Warden, Treasurer and Secretary.
- The Assistant Secretary also has the Webmaster authority level.

Note: These Lodge Officers have the ability to tailor or customize the Lodge’s OLP website layout and create Lodge calendar events, post news and save files (which are accessible in the Files area of the OLP website) — Access the “Dashboard” link from the menu to customize the Lodge’s OLP website; you must be one of these Lodge Officers and Signed In to see the Dashboard menu option.

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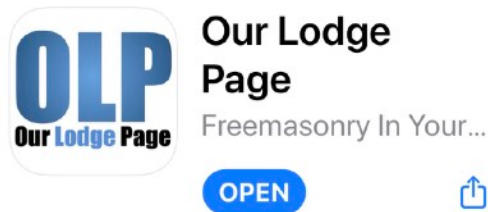
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7. What OLP System YouTube Training Videos and Help Information is available?

- Introducing Our Lodge Page (2:00 minutes) — https://www.youtube.com/watch?v=t_nWLo7xpw4
- Create Account (1:30 minutes) — <https://www.youtube.com/watch?v=7EchxK13Cl0>
- Creating Calendar Events on Our Lodge Page (3:24 minutes) — <https://www.youtube.com/watch?v=OwmEmiV78-0>
- In App Messaging - Our Lodge Page (5:44 minutes) — <https://www.youtube.com/watch?v=GpezcoOKyeY>
- Accepting Credit Cards on Our Lodge Page (14:24 minutes) — <https://www.youtube.com/watch?v=p0DZc4ULIRw>
- At the bottom of every OLP website, the “Help” link is provided — clicking on that link will take you to a page which contains detailed information on how to setup, tailor and use the features of the OLP website.



8. What information will a Brother need to download the OLP Mobile App and Create a New Account?

- Search for the “Our Lodge Page” app in either the Apple or Android mobile app stores, and download it.
- When you open the OLP mobile app for the first time, look for and tap on the “Create Account” link.
- On the Registration screen, a Brother will need three items:
 - Choose “Grand Lodge of Illinois” for the Organization
 - Enter his Grand Lodge Member Number — it begins with an “M” and found on his dues card or ask your Lodge Secretary
 - Enter his Date of Birth
- To further validate the identify of the Brother, the OLP System will txt or email a verification code to your mobile number or email address stored in the Brother’s MORI member record.
- Once you receive and enter the verification code, then you will be asked to pick a User Name and Password.

Note: Your User Name and Password will get you access to the OLP System on the mobile app and the Lodge’s OLP website.

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9. What are the steps for a Brother to update his Contact Information using the OLP System?

- Member contact information is accessible and updatable via the OLP Member Center in less than two minutes — either from the OLP mobile app or OLP Lodge website.
- In the OLP mobile app,
 - Tap on the three vertical bars (Menu) on the bottom right of the OLP mobile app screen
 - Tap on the arrow next to the “My Account” menu option
 - Scroll down on the page to view the Contact Information stored in your MORI member record
 - To update (add or delete information), tap on the blue bar at the bottom of the screen — that will securely open the Member Center website and provide an opportunity to update your contact information — once done tap on the Save button
- On the OLP Lodge website,
 - Click on the Member Center button in the upper-right part of the screen — that will take you to a new screen
 - Click on your name in the upper-right hand part of the screen — that will take you to a new screen
 - Scroll to the bottom of the screen to view, edit and save your Contact Information

Contact for Questions

Please contact Right Worshipful Brother Wayne Spooner, Chairman of the Grand Lodge Membership Committee & Grand Lodge Masonic Awareness Committee at glccmemb@ilmason.org. Our team would be happy to assist you and your Lodge.