**Report on Proposed Membership Software for Grand Chapter – Grand View**
***(excerpt from 2026-09 Advace Proceedings)***

To the Most Excellent Grand First Principal, Officers and Companions of the Grand Chapter of Royal Arch Masons of British Columbia and Yukon. This is a report outlining the proposal to purchase and establish software to manage membership for the Grand Chapter.

The Grand Executive did a brief search for appropriate software and one name came up a number of times, and it was “Grand View” (Grand View Systems - https://grandview.systems). It is well known by the Grand First as it is used with the jurisdictions he belongs to in Washinton State. In the Executive’s review, this software is about to be used by a number of Canadian Grand Lodges as well as Canadian Grand Chapters.

The Grand Executive and a selection of Chapter Scribes Ezra participated in a demonstration of the software and a question and answer period with the company. The result of which is that the Executive feel that our Grand Chapter should move to adopt this system in 2027. The Finance Committee has been given the annual cost estimates (about $3,900 Cdn per year) and has calculated the increase to the per capita that will be needed. This will be brought forward for a vote at this Convocation.

The main purpose of moving to this software was to provide a effective and economical system for managing the membership of the Grand Chapter. It replaces various spreadsheets and other less effective processes. Grand View will also be available to the Chapters and will allow Scribes Ezra to use a single system, and not need to maintain their own membership lists. In exploring the software a number of time savings were found for the Chapters and Grand Chapter.

A number of serious concerns were addressed by the company. First, the data will be stored on cloud servers in Canada. Secondly, they have built a process that allows the Grand Chapter to extract its data in case we move away from Grand View. The third issue was whether it is designed for Chapters in Canada and ongoing support. The company already has other Grand Chapters as clients and is onboarding at least one Grand Chapter in Canada. All maintenance and support needed for the software is included in the annual cost. The fourth issue was how would the conversion work. The company dedicates resources to completing the inputting of data and onboarding of the users and will be able to move data into the system without significant work on the part of the members.

Beyond simply managing membership data across the Grand Chapter (and within each Chapter) there are a number of other features that will assist the membership, especially Scribes and Treasurers:

- Dues Cards – Grand View can produce traditional dues cards but also supports virtual dues cards and also has produced customized permanent dues cards

- Collection of dues – Grand View is set up to collect dues as well as manage the recording of payments and issuing receipts
- Reporting simplification – Grand View integrates the membership data which will make the job of submitting annual reports incredibly fast and easy, and it will also improve the general reporting back to Grand Chapter (replacing many of the forms)
- Newsletters/communications – Grand View allows for Chapters to send out "newsletters" which also allows for sending out summons, minutes and other communications and allows for Grand Chapter to send out information (see below for planned future processes)
- Data storage – Grand View provides the ability for Chapters to store their records as well as Grand Chapter to do this; this will prevent the loss of documents if the Scribes had not had effective storage systems, and allow for better transition between Scribes
- Convocations – we believe we should be able to use Grand View in the future to collect registrations and payments for future Grand Convocations and other events

Grand View is continually looking to improve their system. They are just about finished developing an app for smart phones that the members can use for Grand View which will easily allow them to determine how they receive communications and to update their information.

What is the Executive looking for from Grand Chapter? First to endorse the plan to move to a membership software system. Secondly, to approve the concept and empower the Executive to purchase and adopt the software if all further due diligence proves successful. Third, to approve the revised budget and per capita for 2027.

If Grand Chapter provides its approval then the Executive still have further due diligence work to do:

- Review the contract and making sure it fits our needs
- Conduct interviews with other Canadian jurisdictions who are in the process of implementing Grand View
- Continue to preform user testing on Grand Views testing system including involving a group of Chapter Scribes Ezra

If the Executive has approval and there are no issues raised from the due diligence work, then the plan would be to begin implementation in 2027 which will first involve inputting data and conducting quality reviews of this and then train the primary users (Scribes Ezra) on the software, and finally roll it out to the membership.