

THE Point

Account Set Up Guide

Join us on The Point. Everyone participates in The Point **as an individual**, so you must have an individual sub-membership to join (including your organization’s primary account holder). This means you can invite other staff or board members to join in too! Follow the three easy steps below to ensure your account is configured correctly.

Contact us if you need any assistance:
Mainstreet_membership@savingplaces.org or 312.610.5611

1. Access your organization’s master account.

Your organization’s login is tied to your primary account holder (usually the Executive Director). They will need to complete this process and/or assist their team members.

[Login here](#) with your **organization** username and password. Don’t know your login info? Request a reset [here](#) (be sure to select *organization constituent user*).

If the system does not recognize your email address: we have the incorrect address on file. Please [email us](#) so we can update our records.

If you do not receive the password reset email: check your spam folder. Then, please add mainstreet@savingplaces.org to your contacts or “safe senders” list to ensure you receive future system emails.

2. Check that your organization’s membership is active.

Access to The Point is an exclusive benefit for Main Street America members. Select “My Membership” from the drop-down menu, and check that you’re active. If your membership inactive or about to expire, click “Renew Now”.

Welcome Test Organization (Account# 8439)

What would you like to do? ▾

You do not have an active membership.

Membership History

Current Membership

Your Membership is expired.

Membership	Start Date	End Date	Amount	Actions
General Member	10/19/2017	12/31/2017	\$350.00	Renew Now

3. Make sure you have a free individual sub-membership set up in your name.

Select “My Membership” from the drop-down menu, scroll down to “Additional Sub Members & Memberships,” and find your name.

- [Is there a membership next to your name?](#)
- [Is there no membership next to your name?](#)
- [Don't see your name at all?](#)

If you see a membership listed next to your name, and it is within date (see John Smith below): you have a sub-membership already. Use this account to access The Point! If needed, reset your login info [here](#) (be sure to select the **Individual Constituent User** option). Proceed to Step 4.

Additional Sub Members & Memberships

From General Member 01/04/2018-01/31/2019 ▾

Contacts: [Add](#) [Remove](#) Sub-Membership: [Join](#) [Renew](#)

<input type="checkbox"/>	Action	Member ⇅	Membership ⇅	Fee ⇅	Start Date ⇅	End Date ⇅	Enrollment Date ⇅
<input type="checkbox"/>		Jane Smith					
<input type="checkbox"/>	Set as Non-Current Employee	John Smith	General Member (Sub-Membership)	\$0.00	01/04/2018	01/31/2019	02/01/2018
<input type="checkbox"/>	Set as Non-Current Employee	Joseph Smith	General Member (Sub-Membership)	\$0.00	01/01/2017	12/31/2017	01/01/2017

If you see a membership next to your name, but it is expired (see Joseph Smith below): check the box on the left and click “Renew”. Complete the renewal form to reactivate your individual sub-membership. Proceed to Step 4.

Additional Sub Members & Memberships

From General Member 01/04/2018-01/31/2019 ▾

Contacts: [Add](#) [Remove](#) Sub-Membership: [Join](#) [Renew](#)

<input type="checkbox"/>	Action	Member ⇅	Membership ⇅	Fee ⇅	Start Date ⇅	End Date ⇅	Enrollment Date ⇅
<input type="checkbox"/>		Jane Smith					
<input type="checkbox"/>	Set as Non-Current Employee	John Smith	General Member (Sub-Membership)	\$0.00	01/04/2018	01/31/2019	02/01/2018
<input checked="" type="checkbox"/>	Set as Non-Current Employee	Joseph Smith	General Member (Sub-Membership)	\$0.00	01/01/2017	12/31/2017	01/01/2017

If you do not see a membership next to your name (see Jane Smith below): check the box on the left and click “Join”. Complete the join form to create your individual sub-membership. **Note:** you must choose a different username than your organizational account. However, the email address may be the same. Proceed to Step 4.

Additional Sub Members & Memberships

From General Member 01/04/2018-01/31/2019 ▾

Contacts: [Add](#) [Remove](#) Sub-Membership: [Join](#) [Renew](#)

	Action	Member ⇅	Membership ⇅	Fee ⇅	Start Date ⇅	End Date ⇅	Enrollment Date ⇅
<input checked="" type="checkbox"/>		Jane Smith					
<input type="checkbox"/>	Set as Non-Current Employee	John Smith	General Member (Sub-Membership)	\$0.00	01/04/2018	01/31/2019	02/01/2018
<input type="checkbox"/>	Set as Non-Current Employee	Joseph Smith	General Member (Sub-Membership)	\$0.00	01/01/2017	12/31/2017	01/01/2017

If you do not see your name listed: click “Add” and complete the join form to create your individual sub-membership. **Note:** you must choose a different username than your organizational account. However, the email address may be the same. Proceed to Step 4. You may also set up additional sub-memberships for your staff, board, committee leaders, etc. if you wish. The number of accounts you can add depends on your membership type:

- Coordinating Program = 11
- Main Street America Designated = 6
- Allied & General = 4

4. You’re all set!

Visit mainstreet.org/thepoint and log in with your individual sub-membership to join the conversation.

My Communities

The Point is a hub for multiple unique member networking communities. These are the communities you belong to or can join. Click a community below to get started.

4 total

All Member Community

member last person joined 13 minutes ago

Discussions 216 Libraries 29 Members 740