

Davie/Cooper City Chamber of Commerce
Networking Groups
Rules of Operation

As members of the Networking Groups of the Davie/Cooper City of Commerce, we agree to abide by the following provisions:

1. Be a member in good standing of the Davie/Cooper City Chamber of Commerce.
2. Agree to represent only that business category under which we joined the group.
3. Each member will be expected to live up to the highest of ethical standards of their respective professions.
4. Generate qualified referrals to each and every member.
5. Initiate strong leads through dealings with our contacts and our network of people (Chambers of Commerce, non-profit groups and professional groups) and other resources.
6. Each group will conduct a quarterly review of leads passed and leads received. Some professions may be difficult for business referrals. Each member must realize that at certain times the group may initiate strategies to help this member.
7. Each member agrees to attend weekly meetings, except for the week of the Chamber breakfast. The meetings will last approximately 1 hour and 15 minutes. Each member is allowed no more than seven absences or three consecutive absences within the calendar year.
8. Each member is expected to arrive on time and commit to being in attendance from 8:00 a.m. to 9:00 a.m.
9. During the meeting, all cell phones should be put on the off position.
10. Each member will deliver a 60 second introduction at each meeting that includes what they do, what type of business they are looking for that week and perhaps a success story.

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11. At the end of each meeting, each member will have to deliver at least one of the following: a referral, a qualified lead, a testimonial or what they have done for the group in the last week.
12. Each member will be expected to contact each referral within the week and will follow-up with the referral source to give him or her an update as to how the business call resulted.
13. Each member will be expected to do a ten minute presentation to help other members understand their business to the fullest extent.
14. The cost for each meeting is \$5.00 which includes a continental breakfast.
15. There will be one of each profession in each classification allowed in the group.
16. The Networking Groups will consist of a Chairman, Vice Chairman and Secretary/Treasurer to be elected on an annual basis. The Chairman will conduct the meetings, the Vice-Chairman will add to the meetings or will conduct the meetings if the Chairman is not present and the Secretary/Treasurer will handle the money matters and will keep the statistics of the referrals and absences.
17. Each leadership chair agrees to meet with the other leadership chairs at least once a quarter. Constant communication is recommended between all of the group teams.
18. At each meeting, there will be networking tools presented along with upcoming networking events within the community.
19. The subject of the meetings shall be confined to the above activities.
20. Changes, deletions or additions to may be added to the rules subject to approval by the Board of Directors.

Agreed to:

Member

Company Name