

# Professional Business Network - Salina

www.pbnsalina.com

## General Policies

1. Only one person from each professional classification is permitted to join PBN. The Membership Committee will have final authority relating to classification conflicts.
2. Members must represent their primary occupation for which they are classified, not a part-time business, nor another classification.
3. Attendance is critical to the group. If a member cannot attend, you may send a substitute (not a member of your chapter) to the meeting to represent you. This will not count as an absence. A member is allowed five absences per quarter. More than this and the member's classification is subject to being opened by the Leadership Team or Membership Committee.
4. Members are required to bring bona-fide referrals and/or visitors to the meetings regularly. The club has established a minimum of three referrals and/or visitors per quarter to maintain membership.
5. Members are required to visit a minimum of two members per quarter at their place of business or a mutually agreed upon location, for the purpose of learning more about their businesses and to build rapport among members. This is part of the chapter's "Calling Card" program. Members should visit every member once and then continue to repeat the rotation.
6. Visitors may attend chapter meetings up to two times.
7. Speakers must bring a door prize. Only members bringing a visitor or a referral are eligible for the door prize.
8. There are no leaves of absence except for medical leaves. A member may take up to eight weeks medical leave with the Membership Committee's prior approval if fees are pre-paid for that period of time.
9. It is a member's responsibility to file a concern with the Membership Committee of the chapter if a visitor in any way conflicts with the member's classification. This should be done before the visitor is approved for membership. If there are no complaints, the Membership Committee will "assume their consent."
10. Members who wish to change their classification must submit a new membership application and get approval from the Membership Committee for that classification change.
11. In case of problems with a member, the Membership Committee may, at their sole discretion, put a member on probation relating to the member's business practices or commitment to the chapter.
12. A member's classification may be opened for failure to comply with the policies and/or the code of ethics. The Membership Committee may open classifications. In the absence of a Membership Committee, the Leadership Team may fulfill that responsibility.
13. Policies are subject to change.
14. If the Leadership Team fulfills all responsibilities throughout their term, they will receive compensation for their fees for the following year.
15. In the absence of a Membership Committee, the Leadership Team may act as an ad hoc Membership Committee until one is established.
16. An individual member should not be a member of any other group that allows only one person per profession and whose primary purpose is to pass referrals to one another because it substantially reduces their commitment to the chapter members. The Membership Committee has full authority in this area.