

**By-laws of the "Baldwin Business Council" (November 2015)**

**Mission Statement**A group of friendly, active business professionals committed to weekly meetings for the purpose of building trusted relationships, and learning about each members business to enable us to confidently make referrals to our own individual network of contacts and help all of our businesses grow!

1. Executive Council (EC) – Responsible for the day to day activities of the BBC.  
   EC will consist of:

President – Run weekly meeting and meet with BOD as needed.

Vice President – Keep up with number of referrals and thank yous.

Secretary – Take minutes of meetings and monitor attendance and handle

Website/social media.

Treasurer – Collect dues, pay bills and do bookkeeping for bank account.

2. Board of Directors (BOD) – responsible for all matters related to the well-being of the BBC.

BOD will be made up of the

Executive Council,

Past-Presidents

Founders – A Founder is defined as “a member who started this group” and have maintained their membership.

3. Only one member from each profession may hold a seat. A member may purchase separate seats for different professions, if second seat is approved by BOD, and does not conflict with another member's seat. BOD will review & approve new members.

4. Members should arrive no later than 8:00 a.m., each Wednesday morning, and plan to stay until 9:00 a.m. or later for networking.

5. Attendance is critical to the success of this group. Members must attend 75% of meetings in each quarter of the year in order to protect their seat in the group. You may send a substitute if you cannot attend. If you can’t make it an extended period of time, you can apply for a leave of absence for consideration by the board. Attendance will be monitored and the Board of Directors will decide on the action taken including vacating your seat to allow a new member that wants to participate apply for the seat. If you can’t make meeting or send substitute, please email or call a board member or another member and let them know the reason as soon as you can so the attendance log can be updated.

6. Make every effort to bring an opportunity, a thank you, report on a face-to-face meeting with another member. Participation by everyone means we all make more money.

7. Dues are $150.00 per year due in January.

8. Additional funds may be collected for special events, by majority vote of the members.

9. Dues and all money collected are maintained in a bank account by the treasurer. BOD will vote on any funds spent by the group. All funds remain with Baldwin Business Council, to be used for promotion, events and other uses agreed upon by the BOD.

10. All members are expected to follow up on any opportunities given, to handle the opportunities in a professional manner, and to maintain a four-star standard of performance.

11. Any member may be voted out for failure to maintain ethical business practices or for non-participation by the BOD.

12. The EC (Executive Council) will serve one-year term of service. New officers will be elected each year in December for the following year. The BOD will make and coordinate the nominee’s for officer’s each year and present to the membership for a vote.

13. These by-laws may be changed by the BOD with written proposed changes presented to members and accepted by a majority vote of the members.