



North Macomb Business Referral Network

Business Referral Network Policies and Guidelines

The purpose of a NMBRN member –

To build business relationships with other fellow BRN members. To **GIVE** referrals and to do business at every appropriate opportunity. To follow up in a timely and professional manner with referrals given to us by a fellow member. To sponsor new members to BRN.

One business for each professional Classification –

One member may represent one business which should be their primary occupation. A member may send a substitute to a meeting to represent their business if they are unable to attend a meeting. One business may be represented by two members. If both members representing one business attend a meeting at the same time, the additional member would pay \$5.00 dues for each meeting attended, to be paid to the treasurer at that meeting.

Business Conflicts –

When a business offers the same (or very closely related) products or services.

Business Spotlight –

Ten minute presentation informing the members, who, what, where, why, and how, about your business. This presentation is during our regular weekly meetings.

Membership Requirements –

Monthly dues must be paid, and paid on time. Monthly dues are to be paid to the treasurer by the first meeting of the month.. Attendance in good standing and active participation. Anyone not meeting the requirements will be subject to removal.

Attendance –

No more than 12 absences in 1 year, or missing 3 consecutive meetings.

Active Participation. –

GIVING leads and referrals and professionally following up on leads and referrals given to you. Attending weekly meetings, after hour get togethers, and sponsoring new members.

Removal of a Member –

Members subject to removal are those that have not met their membership requirements above.

Procedures of Removal

Attendance - Once a member misses three consecutive meeting, it will be announced that their business category is now open. If twelve meetings are missed in a year it will be announced that that business category is now open. There will be not be prior notification by the board. It is the responsibility of the BRN member to know how many meeting they have missed. If they want to check their status on attendance they can receive the information from the secretary.

Late Dues –

Members who have not paid their dues by the first meeting of the month will receive an email from the membership committee that if their dues are past due, and need to be paid by the second meeting of the month. If their dues have not been paid by the second meeting of the month, that business category will be announced as open at the following meeting.

Membership

Sponsorship - We refer friends, relatives, business associates, and customers to fellow members. We seek out the best we can find in each profession. BRN members use word of mouth marketing not only for business and referrals, but also to sponsor new members.

Membership Drives - Are held every March & October. During these months, BRN offers a to pay one month of dues for every new member that a BRN member sponsors. The new member must meet all guidelines referred to in *membership*, and *policies and guidelines*.

After Hours - A time to Meet And Greet.. Takes place in the evening from 5:00 pm - 8:00 pm., and is a causal atmosphere with food, drink and networking. It is hosted by all BRN members in the months of March & October. We ask that one of the members host this event at their place of business, and that all BRN members participate in bringing food and drink. Everyone should invite potential members, business associates, spouses and anyone that would enjoy a night of Meet And Greet. All members are to act as host and hostesses to ensure a welcome atmosphere for everyone attending.