

ROMEO-WASHINGTON CHAMBER OF COMMERCE



MEMBERSHIP GUIDELINES

1. The Team will abide by its Mission Statement, “Motivated professionals dedicated to promoting our mutual success.”
2. The Team will meet on its designated day/time for one hour. Members and Guests should arrive 10 to 15 minutes before each meeting begins to enjoy the opportunity to network with others and to ensure the meeting will begin promptly at the designated time and without interruption.
3. New members must complete a “TNT Application” Form. The form should be submitted in advance of attending the first meeting by forwarding it to any TNT Officer. However, it may be obtained and submitted at the first meeting attended by the prospective New Member.
4. All prospective New Members will receive a copy of the TNT Membership Guidelines.
5. Only one Member per industry or profession may be admitted. If there is a potential conflict, the matter will be presented to the Team for discussion. If membership is denied, the prospective New Member will be placed on a waiting list and be contacted should an opening occur, or referred to another networking group, if available.
6. The Team will admit an appropriate number of members so as to keep the weekly meetings to one-hour in length.
7. Guests are welcome anytime. Guests will be introduced by the Communications Coordinator who will provide the Team with the guest’s name, company name, and a very brief description of the guest’s profession or line of business at each meeting they attend.
8. Prospective new members must attend three (3) meetings during a four (4) week period before they will be allowed to join the Team. They will be allowed to present their 60 second commercial, participate in referrals and testimonials, and be scheduled for their 600 second commercial at their third meeting attended.
9. Each year during the first scheduled meeting in January, the Team will elect officers to one year terms. Officers will assume their positions effective the first scheduled meeting in February. The Team will maintain a List of Officers Duties. Positions are as follows:
 - a. Chair
 - b. Co-Chair
 - c. Communications Coordinator

10. Members who anticipate an absence should communicate with the Chair or Co-Chair in advance of the meeting as a courtesy to other Members. Three (3) absences in a consecutive three month period may constitute removal from the group. Maximum quarterly absences allowed are three (3).
11. Members are allowed to have a substitute attend in their place, which would then not count as an absence.
12. Requests for Leave of Absence must be submitted (in writing) to the Chair by the requesting member. LOA, with a minimum of 4 weeks not to exceed 8 weeks, may be granted for extenuating circumstances (i.e., birth, death, illness, or unavoidable business hardship). All other circumstances will be reviewed with final determination by the TNT Executive Committee.
13. The Member on LOA shall communicate weekly to the Team (e-mail, memo's, phone calls, etc.) what (s)he is doing to promote the Team's purpose.
14. Members and Guests who enter the meeting after Chair calls meeting to order are considered late and will not be allowed to present their 60 second commercial; however, they may still participate in referrals and testimonials. As a courtesy to other Members and Guests, it is important to be on time.
15. Members and Guests who enter the meeting late should be considerate of the meeting's agenda and dynamics. They should wait until an appropriate time to be seated, waiting until after 60 second or 600 second commercials are completed.
16. Members and Guests should turn off or silence their cell phones and pagers. If you must take or make a call for emergency purposes, please exit the room promptly as a courtesy to other Members.
17. In case of inclement weather, TNT meetings may be canceled. Please tune to local weather and school closing reports affecting the Romeo School District. Members are responsible for checking as the Officers will not attempt to contact you.