



### **Rules and Expectations-Membership Agreement**

In order for a networking group to be productive, successful and fun all members must familiar with the expectations, rules, and regulations. The following is a list of minimum expectations for Network 128 members.

We would like to have members producing qualified referrals that may lead to new clients and or new members. There are many other ways members can add value and experience in each area described below and if they do they should enjoy a successful tenure at Network 128.

#### **Member expectations:**

1. Attendance- Attend all meetings, however, when needed members will be excused for up to two (2) meetings over a six (6) month period. Attendance is tracked at every meeting by the membership committee from January 1<sup>st</sup> to June 30<sup>th</sup> and from July 1<sup>st</sup> to December 31<sup>st</sup>. Members are required to have a substitute for at least one of the two excused meetings. The person substituting cannot be a current member of Network 128 or have any industry conflict with an existing member. A list of approved professionals that have expressed an interest in serving as a sub can be contacted by sending an email to [sub@network128.com](mailto:sub@network128.com).  
If a member cannot attend a meeting they are required to contact the Membership Director; Gary Rayberg at [grayberg@roibusinessbrokers.com](mailto:grayberg@roibusinessbrokers.com) (781-682-6209 Ext 208) or the President of Network 128, Jeff Garr at [jeff@hrknowledge.com](mailto:jeff@hrknowledge.com) (617-212-9093) before the meeting commences and no later than prior to the meeting starting. If the member fails to do this, then the meeting missed would be counted as a non-excused absence.
2. Meetings start at 7:30 am and end at 9:30 am every third Tuesday of the month. There is a schedule posted on the website [www.network128.com](http://www.network128.com). Members are expected to arrive a few minutes before the meeting to help set up the room and help insure the meetings start on time. Early departure is not accepted, however, in the unexpected event that a member must leave early, he/she must let the president know in advance. Early departure is tracked by the membership committee to prevent abuse and may be grounds for termination. In addition, late arrivals will also be tracked as it is imperative for our members to show up on-time as you would for any client meeting. Showing respect to fellow members is vital and one way to do this is to show up on-time.
3. We encourage our members to bring a visitor at least 3 times per year. Visitors should not have an industry conflict with an existing member.
4. If you are interested in assuming a leadership role within our group please notify the President of your intentions. There are many tasks ranging from organizing speakers, social networking activities, tracking attendance, increasing our web presence, and much more.
5. Be a voice for Network 128 by inviting interesting guest speakers. This may lead to them becoming new members. Please contact Luci Chalian @ [luci@lunasconcierge.com](mailto:luci@lunasconcierge.com) if you know someone who would like to be a speaker.



- 6. Provide information on members' industry or other economic or regional data that may benefit the members for informational purposes.
- 7. Be proactive and genuinely interested in building relationships with other members by maintaining contact with other members in between meetings. Conduct ongoing "one on one meetings" and joint -venture activities to help develop trust and knowledge between members.
- 8. Contact all received referrals and connections/introductions within a reasonable time frame.
- 9. Network 128 Leadership will be monitoring the progress of all members to ensure that new members understand the Network 128 methodology and subsequently become the best members that they can, and that seasoned members stay active and follow expectations. .
- 11. New members will have an introductory period through their first four (4) months of membership. If the leadership team determines that your membership is not for any reason the best match for Network 128 then you may be asked to vacate your membership to Network 128.
- 12. Members are encouraged to join the Network 128 group on the Network 128 LinkedIn site.
- 13. New members should meet with the balance of the members that they did not meet during the application process in a timely manner.
- 14. The membership fee is \$200 per annum. New members who join on or after September 1<sup>st</sup> will receive a 50% discount for that year's membership only. Dues are for the calendar year and are due by January 15<sup>th</sup> every year. Failure to pay dues on time could result in immediate termination of your membership.

Your membership will commence on the date below after you have signed the Membership Agreement and your membership fee is made. If for any reason your membership is revoked by the Leadership Team during this four (4) month introductory period you will be refunded 50% of your membership fee.

By signing below you agree without prejudice to honor the rules and guidelines set forth by Network 128 and agree to all of the expectations and conditions detailed in this Membership Agreement. It is required for membership for all members to sign this agreement and provide a copy to the Membership Committee in a timely manner.

Member Signature: \_\_\_\_\_

President or  
Membership Director  
Signature: \_\_\_\_\_

Date: \_\_\_\_\_