



## **GENERAL POLICIES & GUIDELINES FOR MEMBERSHIP IN SALEM DOWNTOWN NETWORKERS**

1) Only one person from each professional category is permitted to join SDN. The Membership Committee has final authority regarding any potential classification conflicts.

An individual cannot 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 as it divides loyalties and substantially reduces commitment to other SDN members.

2) Members must represent their primary occupation only, not multiple businesses, and not a part-time business.

3) The weekly meetings last for 90 minutes. Members need to arrive on time and stay for the entire meeting.

4) Attendance is critical to the group. If a member cannot attend, you may send a substitute (not a member of your SDN) to the meeting so it will not count as an absence. A member is allowed three absences every six months (Jan through June and July through December). More than this and it is considered unfair to the rest of the members, and the continued absences become subject to review and possible removal by the SDN Leadership Team or Membership Committee.

5) Members are expected to bring genuine referrals and/or visitors to SDN.

6) Visitors may attend SDN meetings up to two times prior to submitting a membership application.

7) Speaker of the day must bring a door prize and generally at a value of \$25.

8) A member may take up to eight weeks for medical leave of absence with the Membership Committee's prior approval if fees are already paid for that period of time. The member can also have someone "fill-in" during their leave.

9) It is the member's responsibility to file any concern with the Membership Committee if a visitor or potential member in any way conflicts with their 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, Membership Committees may, at their sole discretion, put a member on probation relating to the member's business practices or commitment to the SDN.

12) Memberships may be revoked for failure to comply with the policies and/or the code of ethics of SDN by the Membership Committee. In the absence of a Membership Committee, the Leadership Team may fulfill that responsibility.

13) Policies are subject to change. The Leadership Team will be notified regarding all changes.

14) If the Leadership Team agrees to fulfill all responsibilities throughout their term, they will receive a 50% discount on the normal membership fees. The Leadership Team must agree to the terms outlined in the Leadership Team Agreement in order to hold a position and must go through orientation before participating.

15) In the absence of a Membership Committee, the Leadership Team may act as an ad hoc Membership Committee until one is established.