



## **By-Laws**

*(Approved May 2006)*

**NAME:** The name of the organization shall be the ***Bridges: A Green Business Network***.

**PURPOSE:** The organization shall provide structured networking opportunities to business people in Portland, OR who share an active commitment to our mission.

**MEMBERSHIP:** Each new application shall be considered individually on the basis of the merits as presented. A person may attend up to two meetings before deciding whether to apply. Applications will be reviewed by the Membership Committee to determine the best fit for both the group and the individual applying, based on shared values and ability to contribute to each other's success.

Only one member per profession and one profession per member will be accepted. If a member has more than one business, they will need to choose which they would like to represent in the group. Also, each member is welcome to participate in other informal networking groups. However, members may not belong to another formal, referral/leads group (BNI, LeTip, PNA, B2B, etc.).

Name and company name of all new applicants will be posted on the group e-mail distribution list. If a current member has any objection to a proposed member, it is their responsibility to contact the membership committee before the application is processed to express their concerns. Once the application has been accepted, and the new member notified of acceptance, no objections will be considered.

**MEETINGS:** Two regular meetings shall be held on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays of each month from 4:00 to 5:30 pm. If the meeting falls on a holiday, the group will vote on canceling or moving the date. Meeting location will be posted on the website.

**RIGHT TO FLOOR AND VOTING AND QUORUM:** Anyone present at any meeting shall have the right to the floor to speak. Voting on any motion shall be limited to one (1) vote per member.

A Quorum is defined as 25% of the membership.

A simple majority of a quorum is required to pass any motion.

**VOLUNTEER POSITIONS:** Meeting Coordination, Membership, Well-Being and Training Committee Chairs, as well as Treasurer, Web Master, and Statistics Tracker are each 6-month commitments filled by volunteers on a rotating basis. The Meeting Coordination, Membership and Well-Being committees must include two additional members along with the Chairs. If there are no volunteers, or more than one volunteer for each position, then an election by the membership may be held at the Executive Committee's discretion.

**EXECUTIVE COMMITTEE:** Three positions: Meeting Coordination Chair, Membership Committee Chair and Treasurer form an Executive Committee for the club and are hereby granted discretionary authority to act on any club business or rule infraction or protest as they deem appropriate. Their decision is binding on all parties.

**ADDITIONAL COMMITTEES:**

The **Well-Being Committee** is composed of three members and is responsible for coordinating activities that they deem will enhance the general well-being of the membership, monitoring the general morale of organization and hearing disputes between members. The Committee members will communicate with the membership about issues pertaining to the well-being of the organization and help with the planning of activities that are fun and help build community among the membership. Ideally, any dispute between members will be worked out between them, without any involvement of other members or the committee. However, if there is a situation that members cannot resolved on their own, it may be brought before the Well-Being Committee for resolution. Any member of the Well-Being Committee who feels a conflict of interest will excuse him/herself from participation in the resolution and a member of the Executive Committee will take his/her place. If a dispute between members is brought before the Well-Being Committee, the Committee will determine any actions to be taken by the members involved. The decision made by the Well-Being Committee will be final and not open for debate.

The **Training Committee** is composed of two or three members and is responsible for educating members on how to be successful members of a referral/leads group, along with other topics of interest to the membership. They will be responsive to the needs of the members and will provide training, or schedule other members to provide training that is beneficial to the membership.

The **Statistics Keeper** will keep a written record of attendance, referrals given and referrals received for each member. He/she will provide a quarterly report to the Executive Committee so that training can be given to address needs that arise and members can be given assistance, as needed.

**DUES AND FEES:** Club dues are currently \$120 per year, and may change if expenses increase beyond projections. First year's dues are to be paid at first meeting attended after acceptance of application. Dues are due annually by the member's anniversary date. If dues are not paid by the due date, membership is suspended until annual dues are paid in full along with a \$15 reinstatement fee.

**ATTENDANCE:** Because the success of the group is dependent on each member learning about and developing a relationship with other members, we expect our members to make attendance a priority. If a person misses more than one meeting per quarter, the Executive Committee will contact the member to see how attendance can be improved. If attendance continues to drop below the minimum accepted level, a member may be asked to resign. If a member has a substitute attend to represent them at the meeting, it will not be considered an absence.

**CONSTITUTION AND BY-LAWS REVISION:** These By-Laws may be amended or revised by submitting, in writing, the proposed revision or amendment to the meeting facilitator at any meeting as new business. In order for a proposed change to be considered, the proposed change must be presented in the form of a motion requiring a second and simple majority of those present and voting.

The rules contained in Roberts Rules of Order Newly Revised shall govern the Organization in all cases to which they are applicable and in which they are not inconsistent with the By-Laws of this Organization.