



# Women's Business Network

## WBN Bylaws

### **About WBN**

The Women's Business Network is a group of women who either own or represent a business in Lake County, IL. This group of women come together as a resource for each other by providing a network of referrals, business education, and generating professional ties and lasting friendships. WBN is open to all women, in all fields of business, who find networking mutually beneficial.

### **WBN Meetings**

When: The fourth Wednesday of every month from 11:15am-1:00pm

Where: Jimmy's Charhouse 1413 Peterson Rd, Libertyville, IL 60048

Cost: \$17 for members, \$20 for non-members/guests

## WBN Bylaws

*Revised July 30, 2019*

### **Purpose:**

We come together as resources for each other by providing a network of referrals, personal introductions, leads and business discussions in order to promote commerce and generate professional ties and friendship.

### **Membership:**

We are an open group for all women whose attendance would be mutually beneficial, with a restriction of one member per business category, and a maximum of 48 members. Each member may occupy only one business category. If a current, active member has a life changing event (loss of job, etc), they will be allowed to switch categories, even if she is now the second in a given category, pending board approval. A courtesy call will be made to the member that currently holds that category. Members are restricted to publicly discussing only their designated business category within the formal context of a WBN meeting. If a member wishes to switch categories, she will be required to submit a new application indicating what new category she wishes to represent. If that

category is already taken, they will be placed on a waitlist. Membership applications are pending board approval and will be reviewed monthly. The board decision on a membership application is final.

## Guests:

All members are encouraged to bring guests. A guest may attend twice and then is expected to either join or refrain from further attendance.

## Attendance:

We strongly encourage steady attendance in order to benefit from the group and benefit others. If you are unable to attend a meeting, you may send a substitute in your place. They will “be you” during the 15 second introductions to help promote your business. Then they will have the opportunity to introduce themselves and what business they represent if they desire. If you have paid in advance for lunch, your sub will not have to pay for lunch that day. If you have not pre-paid, your sub will need to pay \$20 for lunch. If a member is absent from three meetings within the calendar year their category will be opened to the waiting list. Any wait listed applications take precedence, and should there be no wait list, the member may request to be reinstated with a \$25 fee. If an extended leave is needed, a leave of absence may be requested. A member can only send a sub a maximum of 5 out of the 12 months in a calendar year. A member must attend a minimum of 7 meetings per calendar year in order to keep their active status.

## Referrals:

No restrictions. We believe that referrals and their benefits come to those who attend, and those that give shall in turn receive.

## Meeting Agenda:

Meetings occur the fourth Wednesday of each month. The meeting will start promptly at 11:30 a.m., but members should arrive at 11:15 in order to check-in and allow for networking time. The meeting begins with a round of introductions (15 second infomercials). Up to four speakers are allowed six minutes for a presentation and questions from the group, depending on the meeting agenda. Referrals are exchanged. Old and new business follows, including announcements of other activities, events, or organizations of interest. A final round of closing comments/announcements concludes the meeting. Optional networking may follow the meeting.

## Location:

Jimmy's Charhouse 1413 Peterson Road, Libertyville. Lunch is \$17 for members and \$20 for non-members.

## Dues and Fees:

Dues to be collected annually at the January meeting (**\$85**). We offer a discounted enrollment

package of **\$255** that includes yearly dues (\$85) and all lunches for that calendar year. Dues for members who join in the interim will be prorated. All dues are non-refundable. Nonpayment of dues assumes termination of membership. Members may not be on the speaker schedule if their dues are not up to date. Dues are used to print materials, promotions, mixers, special events and for regular charitable donations as decided upon by the membership.