



Women's Business Network

WBN Membership Information and Application

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 Key Strategies

Through monthly meetings, we provide the opportunity to learn from each other, support each other, and build personal and professional relationships. WBN focuses on leadership and professional development as well as community support and charitable contributions. WBN is dedicated to "Women empowering Women."

WBN Benefits

Members enjoy many benefits such as: opportunities to expand networking connections, learning useful information relevant to businesses, educational programming, and friendships that can last a lifetime.

Who attends WBN?

Professionals, small business owners, salespeople, entrepreneurs, consultants, & educators. WBN is open to all women, in all fields of business, who find networking mutually beneficial.

WBN Activities

Monthly network luncheon meetings that include mini presentations, community involvement, annual expo, social mixers, & more

WBN Meetings

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

Where: Chocolate Sanctuary, Gurnee

Cost: \$25 for lunch

Membership Information

An application for membership is included on the last page. We welcome you to be a part of this organization and begin a new association with local businesswomen. Remember, participation helps you grow your business and establish business and personal relationships. All membership applications are pending board approval.

WBN's membership consists of local businesswomen who either work or live in the Lake County area. By growing WBN, it helps increase all of our networking capabilities and relationships, and helps keep the dues reasonable. Guests are welcome to attend WBN meetings. Our bylaws limit the number of meetings a guest may attend to a maximum of two before becoming a member.

Member information: 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. 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.

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 a member is absent from three meetings within the calendar year their category will be opened to the waiting list. Any waitlisted 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.

Attendance protocol: Attendance will be tracked by membership and will be listed on the sign in sheet so members are aware of their numbers. After their second absence, they will be notified with an email or phone call from the board. After the third absence, they will be notified by a member of the board and will be informed that they can pay the reinstatement fee of \$25 (only if no one is on the waitlist), but if they miss another meeting, then they will no longer be an active member. If someone is on the waitlist, they will be notified that they are no longer an active member and they can apply to be on the waitlist themselves if that category opens up in the future.

A member will be considered late if they arrive after 11:45 am. We understand extenuating circumstances happen on occasion. When you will be late, please reach

out to a board member and let them know. If a member is late (after 11:45) more than twice, they will be considered absent.

Meeting Agenda: The meeting will start promptly at 11:30am, but members should arrive at 11:15am to check in and allow time for networking. The meeting will begin with a round of introductions (15 second infomercials). Up to four speakers are allowed 6 minutes each for a presentation and questions, 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 announcements concludes the meeting. Optional networking may follow the meeting.

Dues and Fees: Dues will be collected annually at the January meeting and are \$85 which includes our December holiday lunch. Dues for members who join later in the year will be prorated. All dues are non-refundable. Non-payment 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, special events, and for charitable donations as decided upon by the group.

Please contact WBNLakeCounty@gmail.com with any questions. If you are interested in joining, please submit the application on the next page.



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Membership Application

Name: _____ Date: _____

Business Name: _____

Address: _____ City: _____ Zip: _____

Business Phone: _____ Website: _____

Cell phone: _____ Email: _____

What Business category would best describe you? _____

What/Who would be a great lead for you? _____

The following description will be used on the WBN website. If you prefer any of the above information, not be publicly listed on the website, please indicate that. Upon board approval, you may provide a logo or profile picture for the WBN website if you desire.

Business Description: _____

(Please note: Each member may only occupy one business category. Members are restricted to publicly discussing only their designated business category while within the formal context of a WBN meeting. Membership applications are pending board approval and will be reviewed monthly. The board decision on a membership application is final.)

Please email this application to WBNLakeCounty@gmail.com. You will be contacted regarding approval and next steps. Thank you!