THE BOARD OF DIRECTORS OF SOURCES NETWORKING RESOLVES AS FOLLOWS:

- 1. The Vice President shall be responsible for updating and maintaining the Sources website and email list; the Vice President may request help with these technical responsibilities if need.
- 2. The Treasurer will report the financials of the bank account to the members on a monthly basis. If an event was held the total cost of the event will be reported to members the following month.
- 3. The treasurer will send a bill and or invoice for membership dues by email to current members for the following calendar year, no later then November 30th.
- 4. The treasurer will give a full report at the first board meeting of the new calendar year. The report will include the list of membership dues paid and unpaid along with business license and or insurance required by the members business industry turned in. The treasurer will bring updated reports to each board meeting that is called.
- 5. The Treasurer shall maintain financial accounts and keep possession of checks.
- 6. The treasurer may not be a signer on the bank account.
- 7. Individuals authorized to endorse checks on behalf of the organization shall promptly deliver all financial statements to the Treasurer.

Resolved this 7.2 day of October, 2015

Lori Reid, Vice-President of the Board

THE BOARD OF DIRECTORS OF SOURCES NETWORKING RESOLVES AS FOLLOWS:

- 1. The Office of Referral Coordinator is created.
- 2. The Referral Coordinator is to be chosen by the members at the annual meeting.
- 3. The Referral Coordinator is to keep records of all referrals given and received by members.
- 4. The Referral Coordinator is in charge of notifying the board of officers if a member is not incompliance with minimum referral requirements.
- 5. The Referral Coordinator is to email out referral totals for each month no later then the 7th day of the following calendar month.
- 6. The Referral Coordinator is to bring referral records to each board meeting.

Resolved this <u>72</u> day of October, 2015	
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Lori Reid Vice-President of the Boa	rd

THE BOARD OF DIRECTORS OF SOURCES NETWORKING RESOLVES AS FOLLOWS:

- 1. The Office of Membership Coordinator is created.
- 2. The Membership Coordinator is to be chosen by the members at the annual meeting.
- 3. The Membership Coordinator is to keep records of attendance at all meetings and shall report member attendance at each board meeting.
- 4. When there is an outside guest in attendance of a meeting the Membership Coordinator is to greet them and ask if they have any questions about Sources. If a guest is interested in applying for membership: The Membership Coordinator is to send them the link for the Sources website for the membership application and bylaws for them to read, fill out, and print off. The applicant and Membership Coordinator will schedule a date for the applicant to give a 5 min presentation to the members. This presentation will be on their business and why they want to join Sources and how Sources can help them in their business and how they will be able to refer business to current Sources members.
- 5. The Membership Coordinator is responsible for notifying the applicant of the results by the following Monday after the members vote on that applicants approval for membership.

Resolved this ZZ day of October, 2015

Lori Reid, Vice-President of the Board

THE BOARD OF DIRECTORS OF SOURCES NETWORKING RESOLVES AS FOLLOWS:

- 1. At each regular meeting, every member may have 1-2 min (depending on size of group) to introduce themselves, their business, and what type of referrals they are seeking.
- 2. During each regular meeting, one presenter will give a 10-minute business presentation. Presentation aids or products may be used.
- 3. Each member will be given an opportunity to give a business presentation in turn.
- 4. A member may opt to have someone come as a guest speaker, which may or may not pertain to your business in the member's place.
- 5. The Board of Directors is responsible for notifying members of canceled or relocated meetings by email.
- 6. The Board of Directors will make every effort to give 24hrs notice to members.
- 7. Regular meetings start promptly at 8:15AM and end at 9:15AM.
- 8. Attendance at regular meetings is crucial so that the group gets to know members better.
- 9. Members should contact the Membership Coordinator if unable to attend a regular meeting.
- 10. Members are permitted 2 absences in a month with a total of 21 absences in a calendar year.
- 11. Members may provide a written request to the Board of Directors for an extended absence (this will be added to the minimum 21 day absences, that is not to be exceeded.)
- 12. Members who exceed the allowed number of absences for a year will have their membership terminated by the Board of Directors.
- 13. No refunds on membership fees will be issued due to absences.
- 14. Members are required to give at least 2 referrals per month.
- 15. If you do not meet referral requirements at the end of any month, you will receive a written reminder via email. If you are not in compliance by the end of the following month, you will receive an email from the Membership Coordinator terminating your membership.
- 16. No refunds on membership fees will be issued for failure to provide referrals.

Resolved this 29 day of October, 2015

Lori Reid. Vice-President of the Board

THE BOARD OF DIRECTORS OF SOURCES NETWORKING RESOLVES AS FOLLOWS:

- 1. The Board of Directors re-approves and ratifies the bylaws of Sources Networking, attached as exhibit A
- 2. The attached Bylaws constitute a true and complete copy of the bylaws adopted at the organizational meeting.
- 3. The Vice-President shall place a true and correct copy of the bylaws in the corporate records.

Resolved this 12^{+th}day of November, 2015

Lori Reid Vice President of the Roard