

Membership Committee- September 2018 Meeting

Attendees: Links Jay Riley, Sharon Freeman, Kimberly Bell, Pamela Hadley, Anne Wade, Mary Wilson, Fran Davis, and Adrienne Allen

A). Membership Responsibilities - forwarded a copy of the Membership Manual to the committee prior to this committee. It highlights duties and objectives of the Membership Committee. This committee is vital to the optimal functioning of each Chapter.

Objectives:

1. The committee should work toward stated goals and objectives, including, but not limited to the following:
2. Conducting activities that promote stronger Link-to-Link relationships

3. Planning and conducting the member intake process
4. Planning and implementing a mentors program for new members and members who transfer to the Chapter

**Worked with Madam

President during the summer to develop a Mentoring resource document (see attached); updated it recently to incorporate feedback from the July Retreat

5. Developing strategies designed to engage the entire membership in the service activities implemented by the Chapter

6. Helping the Chapter select members that represent identified needs and ones who will work to enhance the Chapter program

7. Tracking and reporting member's 48-hour service requirement statistics

B.) Retreat - shared feedback on new member recruiting

Recruitment: start w/heir-o-links; payment plan or graduated scale to ease financial burden; target young, financially stable business women; hold event for recruiting - professional workshop; utilize social media like LinkedIn. Needed skills within the Chapter include: Accounting/ Finance; Fund Development; Grant Writing; Public Relations/Marketing; and Technology.

Retention/Growth: in terms of increasing interest in leadership roles, remind members that the Standing Rules require members to hold an elected office or Chair/Co-chair a committee every 5 years. Assign job shadowing for each leadership position. Also, ensure members understand what the duties are for each leadership role. Related to this suggestion, we've taken steps to create

‘Leadership Transition’ documents for the officer roles so there is thorough documentation on the roles and responsibilities of the leadership positions within the Chapter (see attached template).

C.) September MVP Meeting - Debrief

****There will be emphasis on:** VP Development, increasing members <40 years of age, Leadership Development, and Sisterhood

D.) Membership Scorecard -

Reviewed the five categories (chapter engagement; chapter coaching & counseling; chapter development & responsiveness; chapter sustainability; bonus) in which we can be awarded points; recognition is received if at least 90 points are obtained.

E.) Calendar Items

November: National Friendship Month; Celebrate Founders Day & Birth of the Organization(11/9/46). We're encouraged to pursue activities to enhance "friendship first." Also encouraged to post friendship activities on Social media platforms using **#linksfriendshipgoals** from 11/1 through 11/30. Lastly, we need to remember to capture and report our Friendship month activities within the data section of the Program Report form; due date is **2/1/19**.

Also, there are a few new member activities this month that we need to be aware of:

****Chapters may begin voting on non DOL candidates until January 31, 2019**

****Chapters may begin voting on reinstated members and non-DOL candidates for membership (until 2/20/19) and submit candidate profiles and verification forms to in the candidate system**

for approval by Area Director and National Headquarters

**Chapters send letters to candidate(s) approved for membership after confirmation by the chapter membership chair or president that the new member profile form has been electronically approved/signed by the chapter, area director, and the executive director

**Induction is 5/1 - 6/30/19

Next Meeting is Thursday, October 25th at 5:30 pm

Meeting adjourned at 6:30 pm.

Respectfully submitted,

Link Adrienne