

Preferred Businesses at Anthem

"We work together to make your life better!"

Bylaws & Constitution

ARTICLE I – NAME

The name of the organization shall be known as Preferred Businesses at Anthem or PBA when referenced in the below Bylaws.

ARTICLE II – PURPOSE

The primary purpose of the PBA organization is to promote and advance the common business interests of its members. Social interaction and education between members is encouraged.

ARTICLE III – MEMBERSHIP

SECTION 1

The membership shall be open to any person who is:

- A. An owner of a legal business or who is employed in a decision-making capacity for a business organization of any type or a member of any recognized profession.
- B. The membership shall limit itself to no more than one member within one occupational field of endeavor or specialty within a profession.

SECTION 2

All members are encouraged to bring prospective members as guest to a meeting. Unless otherwise agreed by the members, a prospective member or guest may only attend two meetings before they are considered for election as a member.

SECTION 3

In order to be considered for membership, a candidate must attend one meeting and submit an application along with the required application fee. Upon receipt of such application and application fee, the President shall announce, *in the same or next available meeting*, the name, and nature of the business of the candidate and the vote will be held that day unless there is a possible conflict of interest between applicant and a current member. If possible conflict of interest is present; the President will announce a vote on applicant to be held at the next meeting at which a member has to object to the applicant's election as a member. On or before the next meeting, any member may make such objection by giving written or verbal notice to the President and such objection shall be seriously considered by the membership. All current members will vote on acceptance or declination of the applicant for membership by the next meeting. If subsequent to their election, a person changes their occupation, their membership shall automatically terminate and the must re-qualify.

ARTICLE IV – TERMINATION

Except as otherwise provided herein, the current members may terminate the membership of any member for failure to make a “best effort” in providing leads to further the business of the members. For any other good cause as provided in these bylaws or as determined by the members, termination shall be a two-thirds vote of the members present at the meeting, provided that a statement of the charges shall have been mailed to the member at their last recoded address at least seven (7) days before the final action is taken thereon. This statement shall be accompanied by a notice of the time and place for such meeting, and at such meeting, the member shall be given an opportunity to present a defense to the charges. Upon two-thirds vote of the members, they shall have the right to excuse a member’s non-performance of any of the membership criteria stated in this section based on good cause or their extenuating circumstances.

ARTICLE V – MEETING ATTENDANCE

As the members are meeting on a voluntary basis to help each other become successful, it is expected the members will attend the meetings on a regular basis. A member shall attend a minimum of two meetings in a month, if member does not attend the minimum required meetings in a month, that member shall be put on notice to perform or quit in the following month. Members must contact a member of the Board of Directors prior to missed meetings for excused status.

ARTICLE VI – DUES AND FEES

SECTION 1

Each member shall be required to pay an initial application fee and a quarterly fee that is subject to change. Quarterly fees are due Jan. 1, Apr.1, July 1 and Oct.1. Membership approved during other months of the year will pay a pro-rated annual fee for the quarter. The application and annual fees are for the purpose of defraying PBA’s administration costs, supplies, advertising, promotional materials as well as periodic PBA social events.

SECTION 2

If meetings are held in a restaurant, members shall be required to pay for their own breakfast. Each member understands that they must have something for breakfast, if held at a restaurant to support the meeting place.

ARTICLE VII – OFFICERS

SECTION 1

The officers for the PBA organization will be a President, Vice President, Secretary, Treasurer, Sergeant at Arms and Public Relations. The duties of the respective officers shall be the following:

President: The President shall oversee the meetings, have active management of the business of PBA and see that all policies and resolutions are carried into effect.

Vice President: The Vice President shall oversee the meetings in the absence of the President and may also be granted additional duties and responsibilities as delegated by the members.

Secretary: The Secretary shall keep record of attendance, verify membership, record and report meetings minutes, and track leads passed between members.

Treasurer: The Treasurer shall maintain PBA's checking account and report financial standing of membership at the meetings.

Sergeant at Arms: The Sergeant at Arms shall be the time-keeper at all meetings and indicate to guests and members if they have gone over their three or one minute time for introductions or "commercials".

Public Relations: The Public Relations officer shall research and organize all advertising and other promotional events for the chapter.

SECTION 2

The term of office for the officers shall be semi-annual beginning on April 1st and October 1st of each year. Nominations will be held the first week of March and September and elections will be held the second week of March and September of each year.

ARTICLE VIII – MEETINGS

SECTION 1

The regular meetings shall be held on a day of the week and at such time as will be designated by the PBA organization. Meeting locations may occasionally change with two weeks notification to the members.

SECTION 2

The meeting place can be anywhere that the PBA organization agrees to meets. Meetings may be held in the following suggested agenda as listed below:

1. Meeting called to order by President at 7:00 am
Please turn off all cellular phones prior to start of meeting
Everyone signs in with their time of arrival on the attendance sheet
2. Discuss old business
Number attended previous meeting
Number of guests invited by members at previous meeting
Number of leads passed at previous meeting
Secretary submits report with minutes from previous meeting
Treasurer submits report with current checking balance
3. Discuss new business
Choose next featured speaker
Choose back-up speaker
Discuss upcoming events
4. Introduce any new guest (3 minute maximum time given)
5. Introduce any returning guests (3 minute maximum time given)
6. One minutes "commercials"
7. Featured speaker gives 20 minutes **MAXIMUM** presentation
8. Pass leads
9. Guests excused from meeting
10. Members discuss and vote on issues related to membership, events, etc.
11. Meeting adjourned by President

ARTICLE VIII – REPEAL, ALTERATION, OR AMENDMENT

Any member may offer a proposed amendment to the bylaws by presenting the proposed amendment in writing to the President. The proposed amendment shall be submitted to the members, in writing, at the next regularly scheduled meeting. A two-thirds vote of the members present at the meeting is required for an amendment to pass. Silent ballot will be the format for all voting including new members and other issues as well as changes to PBA Bylaws at the discretion of the President.

The foregoing Bylaws were revised and approved by the members on January 6, 2005.