



## Information for New Members

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*We would like to welcome you to the Business Brekkie Partners networking group as either a new member, prospective member or guest. Business Brekkie Partners was incorporated in December 2017 as a not for profit organisation to fulfil the following:*

### **MISSION**

*To nurture the entrepreneurial spirit through the sharing of knowledge and networks*

### **VALUES**

- *Honesty*
- *Trust*
- *Integrity*
- *Professionalism*
- *Comradery*
- *Commitment*

### **GUIDING PRINCIPLES:**

*To ensure that we achieve our mission existing and prospective members will be asked to personally commit to the following:*

- *Provide quality service at the price quoted*
- *Be truthful with the members and their referrals*
- *Build goodwill and trust among members and their referrals*
- *Take responsibility for following up on the referrals I receive*
- *Display a positive and supportive attitude with BBP members, and contribute to the effectiveness of the group*
- *Live up to the ethical standards of my profession*

## ADMINISTRATIVE:

1. Business Referrers runs on a quarterly basis:
  - a. Quarter 1 – 1 Jan to 31 Mar
  - b. Quarter 2 – 1 Apr to 30 June
  - c. Quarter 3 – 1 Jul to 30 Sep
  - d. Quarter 4 – 1 Oct to 31 Dec
2. There is a fee of **\$150 per quarter** and breakfast is self-funded
3. All membership fees are paid in advance with fees paid within 15 days of the invoice being issued
4. All membership monies collected by BBP are retained and used for group development and marketing purposes. **BBP is registered as an Incorporated Association** and is fully tax compliant
5. We measure the performance of the group as follows:
  - a. Revenue – a rolling 12 month aggregate of the group's closed GST inclusive business;
  - b. Attendance – number of members present each meeting, reported weekly on a group basis; and
  - c. Guests – number of guests present each meeting, reported weekly on a group basis.

## GENERAL POLICIES:

1. Only one person from each professional classification is permitted to join BBP. The BBP Leadership Team has final authority relating to classification conflicts.
2. Attendance is critical to the group. Members must attend weekly. The weekly meetings last for 90 minutes. Members need to arrive on time and stay for the entire meeting. If a member cannot attend, you may send a substitute (not a member of BBP) to the meeting. This will not count as an absence. A member is allowed three absences every six months. More than this and the member's classification is subject to being opened by the BBP Leadership Team.
3. Members are asked each week to submit their activity comprising referrals, referral values received, business chats undertaken with fellow members, and attending guest details.
4. Members are required to bring *bona fide* referrals (not simply leads) and/or guests to BBP.
5. Guests may attend BBP meetings up to two times prior to having to formally join BBP.
6. Business Development chats are *bona fide* discussions designed to grow each member's referral potential.
7. Designated speakers may use their allocated time for any business need e.g. a marketing presentation, product development, market research etc.
8. Only medical leave applies as a reason for absence. Substitutes are still recommended during medical leave.

9. It is the member's responsibility to file a concern with the Leadership Team if a visitor who submits an application in any way conflicts with their classification. This should be done before the visitor is approved for membership. If there are no complaints, the Leadership Team will "assume their consent."