

MBYP Bylaws

MILLARD BUSINESS YOUNG PROFESSIONALS
BY-LAWS
REVISED FEBRUARY 25, 2019(JLC)

ARTICLE I – NAME

MBYP – refers to Millard Business Young Professionals
MBA – refers to Millard Business Association

The name of the organization will be MILLARD BUSINESS YOUNG PROFESSIONALS (MBYP) which will meet: 9 MEETINGS A YEAR. DAY OF WEEK, TIME OF DAY AND LOCATION WILL BE DETERMINED BY SPONSORSHIP AND AVAILABILITY OF HOST

ARTICLE II – PURPOSE

The Millard Business Association has been organized to develop business networking opportunities among its members. MBYP is a Millard Business Association group that allows the Millard Business Association membership and local professionals to join.

The purpose of MBYP is to generate good business referrals through networking with other professionals. Being a member of MBYP is like having numerous salespeople working for you. Members will maintain the contact information for each member of the group. When members speak with a client, associate or friend who mentions a need that is represented by the group, members can provide a referral to fill that need. “Word of mouth” is the most cost-effective form of advertising. People get their best business through referrals.

MBYP provides a structured environment for the development and exchange of good business referrals. It is important to develop personal relationships in order to increase and maintain one’s word-of-mouth based business. It is through this relational process that we learn more about each other’s businesses and feel comfortable referring one another.

As a business professional, we all need an edge over our competition. How many people are doing what you do? As a MBYP member, you have an edge over your competitors because you are building respect, relationships and referrals.

The organization is neither a civic nor a social organization, but may undertake civic or social activities upon approval by a majority of active members.

ARTICLE III – FEES

\$50 each year: payment due within (30) days of application and renewal notice. A MBYP roster of current members will be verified for MBYP membership and sent to the Referral Group President on January 1st and July 1st by the Millard Business Association Administrator. A member of the MBA in good standing is also considered to be member of the MBYP and does not pay the \$50 fee. The MBYP President will verify members/payments and report to the MBA Treasurer and Millard Business Administrator.

The annual dues are \$50.00 and are used for the following expenses: visitor brochures, membership packets, referral forms, sponsorship of business opportunities, guest lunches, and group socials.

Any and all are welcome to network, learn and plugin. The first meeting is always free after that non MBYP members will pay \$10 at the door to attend Events

ARTICLE IV MEMBERSHIP

Qualifications for MBYP Membership:

There is no age requirements and do not have to be an MBA member.

All members in good standing with the MBA are also members of the MBYP

There are no minimums or maximums of membership for the MBYP group.

A member or MBA representative may sponsor a prospective member and present him or her to the group as a guest at any event.

ARTICLE V – ATTENDANCE

There are no attendance requirements but active participation is the KEY to SUCCESS of the MBYP Group. Absences should be avoided whenever possible. Attendance records will be kept by the Group's designated Officer.

MEETING CANCELLATIONS: MBYP group meetings shall be canceled when Millard Public Schools closes school due to weather related issues.

ARTICLE VI – DELINQUENT MEMBERS

A member whose dues are more than 45 days delinquent shall be contacted by the Millard Business Association for immediate payment. If the delinquent dues are not paid on or before event following such contact, the delinquent member shall be dropped from the membership roster.

ARTICLE VII – MEETINGS

The meetings will be conducted by the President of the MBYP group or by a Group Officer in the President's absence.

Suggested Meeting Agenda/Suggested Times

- 1.) Open Networking (15 Minutes)
- 2.) President / Vice President / Event Coordinator – Welcome
 - a. Thank you to all MBYP sponsors
 - b. Thank you to Host sponsor
- 3.) Sponsors Welcome an introduction
- 4.) Host (2-3 Minutes)
- 5.) Guest Speakers – Educational Topic (20-30 Minutes)
- 6.) Q&A for guest speaker (5 Minutes)
- 7.) President / Vice President - MBYP Announcements
- 8.) Open Networking

SPEAKER PRESENTATION:

Each event, a different educational topic will be presented. The purpose of the presentation is to educate fellow members, build professional respect, and generate more referrals. The presentation should be no longer than 30 minutes in length and should include handouts, literature, samples etc.

EVENT HOST:

The host of an MBYP event will be a member of the MBA in good standing

ARTICLE VIII. – GROUP OFFICERS

The officers of the group shall be the President, Vice President, Treasurer, and Secretary. The election of the Officers will be held by October 31st for (1) year terms running from January 1st to December 31st. New officers' names will be reported to the Millard Business Association Administrator and Treasurer by January 1st.

Election will be made by secret ballot. A simple majority will determine the winners.

Any vacancy in the Officers shall be voted on by the members. A simple majority will determine the winner.

Any Officer may be removed upon motion made in writing signed by at least five (5) members and a majority vote of the membership.

Duties of the Officers shall be as follows:

Each Officer shall be responsible for the performance of his or her duties at each meeting, and is authorized to assign his or her duties to another as a substitute during absences or another Officer must handle the absent officers responsibilities.

President: The President shall preside at events, provide follow-up on visitors, maintain speaker rotation, provide updates on the MBYP website (as deemed necessary), maintain all forms and supplies and provide follow-up on absent members. The President shall also be responsible for welcoming and supervising the induction of each new member into the organization.

Vice President: Shall act for the President in the President's absences. His or her duties shall include: maintain membership roster, assist in the follow-up on absent members, and provide all necessary communication with the MBA.

Treasurer: Shall act for the President and Vice President if not in attendance, will collect MBYP member dues, report financial standing, and maintain an accurate checkbook ledger, deposit funds and request checks from the MBYP.

Secretary: Shall act for the President, Vice President, and Treasurer if not in attendance, and maintain meeting minutes for each meeting. Meeting minutes for MBYP Elections are to be submitted to the Millard Business Association Treasurer to acquire signature cards for the groups' bank account as needed. If a group chooses to not fill the position of Secretary, the responsibilities of maintaining meeting minutes must be assumed by another officer.

If all 4 Officers are absent either a past officer or another member will be appointed to handle officer's responsibilities.

In cases where an officer is no longer employed by the company that paid for the membership, the replacement shall be treated as a new member A member must be a member of the group for at least 3 months to run for an Officer position.

ARTICLE IX – MBYP BANK ACCOUNT

The bank account of the MBYP must be at the same bank as the accounts of the Millard Business Association.

The bank statement for the account must be sent to the Treasurer of the MBA by the bank. A copy of the Statement will then be sent to the Treasurer of the MBYP.

ARTICLE X – MBA RESPONSIBILITIES

Staff person to give occasional updates on upcoming Millard Business Association activities.

Help in obtaining new members.

Help resolve conflicts.

Maintain group roster on the Millard Business Association web site.

ARTICLE XI -CODE OF ETHICS

I will be truthful with the members and their referrals.

I will build good will and trust among members and their referrals.

I will take responsibility for following up on the referrals I receive. I will live up to the ethical standards of my profession.

I will be positive and supportive toward the members of the Referral Group.

I will keep any sensitive information within the confines of the Referral Group.

** The MBYP By-Laws may be amended by affirmation vote of the MBA Board of Directors. The MBA reserves the right to alter these By-Laws at any time.