



MISSION STATEMENT

Our mission is to enhance the business success of our members, by forming professional alliances with a consortium of business services to promote the exchange of business referrals.

VISION

- Strive for financial and business success with an extended group of business professionals through networking.
- Provide our associates with the opportunity to contribute to, and share in the success of each others company while enhancing and fulfilling their own professional goals.
- Provide our members with an above average return on their investment, by being a proactive management team and recognizing that profitability is essential to our success.

GUIDING PRINCIPLES

- Professional Integrity
- Honest Communication
- Focus On Success
- Constantly Improve
- Build On Our Strengths
- Have Fun Doing It

Professional Referral Organization
June 2010

www.vcpro.org

PRESIDENT - Verle Yoder
VICE PRESIDENT - Renee Meyst
SECRETARY – Kate Dean



PRO

BYLAWS

VALLEY CENTER Professional Referral Organization



A professional networking organization dedicated to the enhancement of our members financial and business success through the exchange of business referrals.



PROFESSIONAL REFERRAL ORGANIZATION BYLAWS

ARTICLE I – NAME

This organization shall be known as the Professional Referral Organization (PRO) and shall continue as such unless changed through amendment as provided for in Article X.

ARTICLE II – PURPOSE

Section 1: PRO is an organization of business professionals dedicated to enhancing the business success of our members by forming professional alliances with a consortium of business services to promote the exchange of business referrals.

Section 2: PRO will strive for financial and business success with an extended group of business professionals through networking.

Section 3: PRO will provide associates with the opportunity to contribute to, and share in the success of each other's company while enhancing and fulfilling their own professional goals.

Section 4: PRO will provide members with an above average return on their investment, by being a proactive management team and recognizing that profitability is essential to our success.

Section 5: A referral is defined as a business contact made between two members or when a member initiates a contact between another member and a non-member that leads to a business transaction.

Section 6: The organization will not be affiliated with or actively involved in any way with a political party, movement, or individual candidate.

ARTICLE III – MEMBERSHIP

Section 1: Membership in the organization will be on an active basis only and will consist of one member for each business category. Leave of absences or conflicts of interest relative to business category will be addressed at the discretion of the Board of Directors.

Section 2: Any prospective new members must attend two consecutive meetings and submit an application to the organization. All new members of the organization must be voted in by a two-thirds majority vote of the current membership. The Board of Directors may make the final decision on acceptance of any new membership.

Section 3: An individual or a company can own

Membership in the organization. If the membership is company owned and the representative changes, the current membership of the organization have the right to approve the new member.

Section 4: The membership fee is non-refundable and membership is non-transferable to another individual or company without approval of the membership at large through a two-thirds majority vote.

ARTICLE IV – COMPLAINT PROCEDURE

Section 1: Members have an obligation to communicate their concerns about another member's quality of work or business practices to a Board member in a discreet manner. It is critical to the organization's mission for all members to feel comfortable referring other PRO members. The Board bears the responsibility to bring any complaints to the attention of the member. If complaints are repeated, the Board must decide what further action, if any, is to be taken to protect the integrity of the organization.

ARTICLE V – TERMINATION OF MEMBERSHIP

Section 1: Members are expected to commit to the following ideals:

- (a) Always use members to satisfy business needs whenever possible.
- (b) Recruit one new member per year.
- (c) Maintain regular attendance to scheduled meetings.
- (d) Conduct themselves in a professional and ethical manner at all times.

Section 2: Termination of membership may occur for the following violations:

- Non-payment of membership fees or dues.
- Poor attendance
- Unethical behavior

ARTICLE VI – OFFICERS

Section 1: The officers of the organization will be President, Vice-President, Secretary, and Treasurer who shall be elected annually and also serve as the Board of Directors.

Section 2: The President shall serve as the executive officer of the organization, preside at all meetings of the membership, and have general supervision of the organization. The Vice-President shall perform duties as assigned by the President and Board of Directors. The Secretary shall record and maintain minutes of business

meetings and Board of Director meetings and conduct all correspondence as assigned by the President or Board of Directors. The Treasurer shall keep and maintain all financial records of the organization including monies collected and disbursed. The Treasurer will also prepare monthly, quarterly, and annual statements of income and liabilities.

Section 3: The Board of Directors shall have oversight of all organization activities and establish all policies and procedures including disciplinary action as necessary.

Section 4: The Board of Directors shall meet at least once per quarter. A majority of the Board of Directors is necessary to establish a quorum for transacting business and a majority vote is required to carry out any action.

ARTICLE VII – ELECTION PROCEDURE

Section 1: The election of officers/directors shall be held at a regular meeting on a date to be named.

Section 2: Voting will be by written ballot.

Section 3: The President shall appoint a Nominating committee of four (4) members whose responsibility it will be to make nominations for officers and directors. This committee will be formed at least six (6) weeks prior to the election.

ARTICLE VIII – MEETINGS

Section 1: The organization will hold a weekly morning meeting with a length of one hour. Start time, day of meeting and location will be determined by the Board of Directors.

ARTICLE IX – REVENUE

Section 1: Each new member shall pay a membership fee of \$75.00. The fee is non-refundable unless membership is refused and must be paid prior to becoming a member.

Section 2: The membership fees are subject to change at the discretion of the Board of Directors.

Section 3: The fiscal year of the organization will be from January 1st of each year to December 31st of the same year.

ARTICLE X – MISCELLANEOUS

Section 1: All individuals accepted as new members shall be deemed to have accepted these by-laws and all subsequent changes.

Section 2: All amendments to the by-laws will be adopted by a two-thirds majority vote of the membership at-large.