

Located on www.B2B-FL.com Click [Member Resources](#). Password/ID is *referrals* (this is for current member use only)

Executive Team & Chair Positions FORM

See complete list of duties for each position at www.B2B-FL.com Unless a chapter has fewer than 10 members, each member should only hold one position.

President's Weekly Chapter MEETING RECAP

Note the recap is a form, simply fill-in the blanks and email as an attachment by email to all members following mtg. CC: Regional Support. [info@B2B-FL.com]

Member Agreements & Fee Sheets

Note: Do NOT send Agreements with the prospective new member to complete - assist them to complete at the meeting or return the following week to complete. ** PLEASE KEEP A **COPY** of ALL Current Member Agreements in the President's Folder - when a member drops give the Agreement to Reg Support for filing.

Monthly Challenges

Examples of challenge for the chapter to work towards each month. NOTE: only ONE member will earn a sticker & seat of honor with trophy at their table setting ea. week for the month following the previous monthly challenge

Program Variations

Use when a speaker is absent for IO-min. fill-in

Spin-at-the-End 30-Second Promotion Variations

Examples to use for the closing 30-second promotion

Quote for the Week

Examples to use at the Close of meeting & to put in your wkly RECAP

One-on-One Meetings / TEAMwork Form

Members utilize for 1-1 's; Program Variation activity; Suggestion: the New Member Mentor Chair completes 1st one with new member during the NMM call.

Reference Check

To be completed by Director {or member of LT} for non-member referrals

EXTRA SUPPLIES - as **needed; have VP request:** Receipts, New Member Apps, Visitor Handouts for GREETER, Stickers for Trophy Challenge