43rd Eastern Area Conference Membership Workshop

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Eastern Area Vice Director



Membership Discussion Points

- **A member of your Chapter is thinking of requesting alumna status and has met the age and/or service requirements. She has not yet met the 1-5 requirement for the current period, 2013-2017, (but did meet the requirement for the 2008-2012 period) and wants to apply for alumna status for the May 1, 2015 – April 30, 2016 fiscal year. Does the member need to attend either an Area Conference or National Assembly prior to requesting alumna status? What if she is requesting alumna status for the May 1, 2016 – April 30, 2017 fiscal year?**

Membership Discussion Points (cont.)

- A former member is seeking reinstatement. Her home address is such that it falls within the boundaries of more than one Chapter. Even if she has not moved, can she apply for reinstatement to another Chapter other than her former Chapter?
- A Chapter is thinking of requesting a boundary change. They are currently looking for membership candidates who are medical professionals to assist with their Health & Human Services programs, but do not have anyone within their current boundaries with this credential. Would this be a valid/legitimate reason for requesting a change in their Chapter's boundaries?

Maintaining status as an Active member in "good standing"

Topics covered in this section:

- **Newly Inducted Member Requirements**
- **Membership Acknowledgement Form**
- **Definition of Active member**
- **48-hours service requirement**
- **1-5 meeting attendance requirement**
- **Chapter meeting attendance requirement**
- **Building assessment**

Newly Inducted Member Requirements

Responsibilities following your induction into The Links, Incorporated include:

- **Knowledge about our documentation (including the Constitution & Bylaws, Membership Manual, Manual of Procedures, Protocol Manual, etc.). And where to locate them (Linksinc.org).**
- **Get to know your fellow Chapter members!**
- **Work with a mentor to become acclimated with the responsibilities/requirements of membership.**

Newly Inducted Member Requirements (cont.)

- Learn the requirements of your respective Chapter by familiarizing yourself with the charter, bylaws, and any other handbooks/documentation.



Membership Acknowledgement Form

- The Membership Acknowledgement Form must be completed by every newly inducted member.
- The form can be located in the "Members Only" section of the linksinc.org website and it includes Submission and Completion Instructions.
- The form provides for signed acknowledgement of:
  - Primary address
  - 48-hours service requirement
  - Chapter meeting attendance requirements
  - Code of Ethics

Membership Acknowledgement Form (cont.)

- 1-5 requirement
- Building Assessment fee

An Active Member of The Links, Incorporated

- **The definition of an Active member in good standing: "An Active member is a member in good standing who has met all the obligations of her Chapter, Area and the National Assembly."**
- **The responsibilities for maintaining Active membership include:**
  - **Payment of dues, Chapter and National**
  - **Payment of assessments**
  - **Participation in Chapter activities and programs**

An Active Member of The Links, Incorporated (cont.)

- Participation in the Chapter implementation of the National programs/priorities
- Attendance requirements met as determined by the Chapter
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- Attendance requirements met as determined by the Chapter
- Minimum service requirements met (i.e. 48 hours per year)

An Active Member of The Links, Incorporated (cont.)

- Attendance requirements met for National and Area meetings (one-in-five years)
- Other requirements levied by the Chapter, Area and National Assembly
- Not under disciplinary action

48-Hours Service Requirement

- **All active members are required to serve a minimum of 48 hours per year (May 1st – April 30th) through service sanctioned by and part of her respective Chapter's programmatic thrust.**
- **Examples of ways to accumulate service hours:**
  - **Chapter meetings**
  - **Chapter activities**
  - **Area meetings (as designated by the Area Director)**

48-Hours Service Requirement (cont.)

  - National meetings (as designated by the National President)
  - Friendship activities do not count towards service hours (e.g. Friendship month activities)
- Service hours can be recorded on the Service Hours Record Keeping chart located in the 2013 Membership Manual (page 127). Chart can be altered to your needs.

48-Hours Service Requirement (cont.)

- **Membership Chair and/or Membership Committee will be in charge of:**
  - **Maintaining monthly log for each member**
  - **Contacting members not in compliance with Chapter attendance requirements**
  - **Complete annual record for each member**
- **Failure to meet the 48-hour service requirement will result in membership forfeiture.**

National and Area 1 in 5 Participation Requirement

- **With the exception of Provisory, Alumna, and Platinum members, Active members are required to attend and participate in a minimum of one: (1) National Assembly, or (1) Area Conference in her Area once in every five year period (1 in 5).**
- **Current 5-year period is 2013-2017.**
- **A member who is inducted with only one (1) or two (2) years remaining in her initial five (5) year attendance period will have until the end of the next five (5) year period to attend a National Assembly or Area Conference.**

National and Area 1 in 5 Participation Requirement (cont.)

- A member who is inducted with three (3) or more years remaining in her initial five (5) year period must attend a National Assembly or Area Conference within that period.
- Failure to meet the 1-5 requirement will result in the forfeiture of your membership.
- Upcoming Assembly and Conference Dates for the current 5-year period (2013-2017):
  - 2016 National Assembly: Las Vegas, Nevada
  - 2017 Eastern Area Conference: Richmond, Virginia

National and Area 1 in 5 Participation Requirement (cont.)

If You Were Inducted In:	Your Initial 5 Year Period is:	Your Next 5 Year Period Is:	Your Next 5 Year Period Is:
2002	2002-2007	2008-2012	2013-2017
2003	2002-2007	2008-2012	2013-2017
2004	2002-2007	2008-2012	2013-2017
2005	2002-2012	2013-2017	
2006	2002-2012	2013-2017	
2007	2008-2012	2013-2017	
2008	2008-2012	2013-2017	
2009	2008-2012	2013-2017	
2010	2008-2017		
2011	2008-2017		
2012	2012-2017		

National and Area 1 in 5 Participation Requirement (cont.)

If You Were Inducted In:	Your Initial 5 Year Period is:	Your Next 5 Year Period Is:	Your Next 5 Year Period Is:
2013	2013-2017		
2014	2013-2017		
2015	2013-2022		
2016	2013-2022		



National and Area 1 in 5 Participation Requirement (cont.)

- **In order to meet the registration and attendance requirement, you must attend one (1) program workshop, one (1) operational workshop, and two (2) business meetings at an Area Conference or National Assembly.**
- **1 in 5 Amendment: During the 2012 National Assembly in Orlando, an amendment was passed giving members in their 5th and final year for meeting requirement (who had not previously attended) an exemption when faced with a life-altering event – providing the opportunity to postpone attendance and maintain their membership.**

Chapter Meeting Requirements

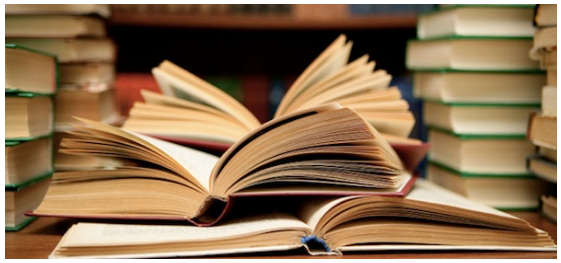
- **Members must participate in their Chapter's meetings based upon the requirements of the Chapter as per their respective By-laws.**
- **A member who fails to meet the requirements of her Chapter will be notified by letter (letter example page 136 of the 2013 Membership Manual). We would also suggest sending the letter via certified mail and include a return receipt.**
- **Failure to meet meeting requirements will result in membership forfeiture.**

Building Assessment

- **All current and new members must pay a $600 Building Assessment contribution to The Links Foundation, Incorporated.**
- **Members have three (3) years to pay the assessment from the applicable date.**
- **Failure to pay the fee will result in membership forfeiture.**



Q&A and Wrap-Up



- Qs & As
- Please remember that it is our responsibility as members to know our documentation. Most questions can be answered by simply consulting our various manuals that are all located on the organization's website, some of which have been recently updated. By understanding our roles as members, we can spend more time promoting friendship and working for the good of our communities.

Conclusion

I want to thank you all so much for joining me for this membership workshop. Over the past 4 years as your Eastern Area Vice Director, I have had the pleasure of being at the forefront of membership learning along with all of you the ins and outs of our documentation, etc. and assisting our members with their questions. I want to thank all of the Eastern Area Vice Presidents for their hard work, dedication, and all of their help throughout this time. It has been my absolute pleasure and honor to work with you all!

Thank You!

I hope you all enjoyed this presentation, and I hope you enjoy the rest of your time here in Connecticut!



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