

**A. Article I: Mission**

Young business men and women committed to connecting tomorrow's leaders by providing opportunities to grow professionally while serving our community.

**B. Article II: Membership**

1. A Young Professional (YP) must be a member of the Chamber; be willing to spend a reasonable amount of time on a regular basis to ensure achievement of the YP's mission, and agree to the responsibilities listed in the YP's annual commitment letter.
2. A person's membership in the YP's may be terminated by 3/4ths affirmative vote of a quorum of the YP's.
3. In July of each year, each YP will be asked to sign a written commitment confirming that he/she is committed to performing his/her responsibilities as an YP over the course of the following year. If the YP does not own their own business then their supervisor must sign this as well. This gives the member an option to remain as a committed YP or to resign from the group

**Associate Membership Purpose**

Include members of the community that seek to get involved in the Young Professional Mission that are not affiliated with the Chamber of Commerce. Creating an opportunity for young talents to be exposed to the local business community in a positive way.

Several scenarios may develop such a candidate:

1. Employees of the Public Sector (school districts, municipalities)
2. Employees of Non Franchised National Corporations with headquarters outside of our community (Target, Hobby Lobby)
3. Community members that are employed outside of our community and seek to have a community presence where they live although they do business out of the area.
4. Community members seeking employment (college students, just out of college, between careers)

**Associate Membership Restrictions**

1. Individual Membership based on the approval of first, the Young Professionals Executive Committee. Next approval has to be made by the Crystal Lake Chamber of Commerce staff and one (non-UP) member of the Crystal Lake Chamber Board of Directors.
2. Welcomed only to Young Professional hosted events.
3. Membership fees to include general YP Dues and an additional Chamber fee (Proposed \$150 annually)
4. Required to reapply annually (approval from both YPs and Chamber)
5. Annual membership only.

**C. Article III: Officers**

1. The officers shall be elected to terms of one year at the April meeting. Their terms will commence with the regular July meeting. The officers shall be Chairperson, Vice Chairperson, Treasurer, Secretary and Membership Chair. At February's meeting each year nominations will be solicited. Any nominated person must be actively involved in YPs for at least one year previous. The election will be held at the April meeting. All positions are one year terms. The Vice Chair nomination must be an active executive council member prior and be willing to become Chairperson following the Vice Chairperson term.
2. The Chairperson shall preside at all meetings; appoint chairs of committees; set the meeting agendas in cooperation with YP Vice Chairs; secure local leader presenters; and sit on the Chamber Board of Directors.

3. The Vice-Chairperson shall assume the position of Chairperson following his/her term as Vice-Chairperson. The Vice-Chair shall carry out the Chairperson's duties when necessary; assist in agenda production and shall act as liaison to all sub-committees.
4. The Treasurer shall manage the funds of the Crystal Lake Young Professionals. The Treasurer shall maintain and coordinate all fund requests and reimbursements through the Crystal Lake Chamber of Commerce.
5. The Secretary shall attend meetings and take notes of proceedings. The Secretary shall maintain up-to-date list of membership including category and length of tenure. The Secretary will maintain the Young Professionals Facebook page and communicate by email to the members.
6. The Membership Chair shall focus on developing a pool of new member leads, greeting new members at meetings; distributing membership packet; implementing membership surveys; as well as focusing on keeping existing members on the roster for long term commitment. The Membership Chair shall keep record of the attendance for each meeting and will be responsible for obtaining a monthly membership report.

#### **D. Article IV: Sub Committees**

- **Grow** – To shape the leaders of tomorrow by offering opportunity to grow professionally. This Committee will bring programs to the Young Professionals that will give members a chance integrate young business professional with local organizations and the community. This committee will offer several teaching and learning activities throughout the year. The committee will be responsible for organizing four teambuilding activities at monthly business meetings. All of the programs offered will have an emphasis on building relationships and working together to accomplish common goals.
- **Serve**- To provide opportunities for Young Professionals to engage their community. Serve will bring representatives from local not for profits to all monthly meeting to educate and inspire philanthropy. The committee will also be responsible for organizing opportunities for Young Professionals to serve local not for profits through time and or treasure. This committee will also create and or plan events for fundraising and volunteer efforts to execute our mission.
- **Connect** – To offer opportunities to network though social and formal recreational events on a annual and quarterly basis. Young Professionals will be able to attend activities and build connections with other Young Professionals outside of the monthly business meetings.
- The Chairperson of each sub-committee has four main elements to his/her duties:
  - Assisting with the managerial direction of the committee
  - Planning and running meetings
  - Acting as spokesperson/figurehead
  - Reporting to the Executive Committee

#### **D. Article IV: Meetings**

1. The YP's shall meet on the fourth Thursday of each month at 5:00 p.m. until 6:30 p.m. at a Crystal Lake Chamber Member entity.
2. A quorum of the YP's shall consist of a simple majority of those present at the meeting.

**E. Article VI: Amendments and Procedures**

1. Proposed amendments of YP's' Policy shall be presented at a regular monthly meeting of the YP's. The proposed change(s) shall not be voted on until the next regular monthly meeting. The members shall be advised by email notice of both meetings that Policy changes will be considered. The Policy may be amended by a two-thirds vote of the YP's membership.