***WINSTON Under 40***

Guidelines for Advisory Board Membership

# ***Membership***

* There are no fees associated with being a Winston Under 40 (WS<40) member.
* Board Members will be at no more than forty (40) members.
* Members must adhere to the attendance and Winston<40 policies.

## ***Qualifications for Membership***

* Only employees of member companies in good standing with the Greater Winston-Salem Inc. are allowed to participate as members of the advisory board.
* Independent Contractors (non-W2 employees) affiliated with member companies must join the Greater Winston-Salem Inc. in order to participate in the Winston<40 Group.
* Candidates are required to complete an application.
* Candidates must sign the Guidelines before being confirmed to the Advisory Board.

### *Attendance Policy*

* The Winston<40 Advisory Board will meet every other month from 12:00 to 1:00 p.m. in the Boardroom or virtually, given circumstances.
* **Members must commit to attending 50% of Winston<40 events in a calendar year.**
* CChCChaiCIf a member is unable to fulfill the attendance requirements you will be released from your board position, but welcomed to participate as a general member of Winston<40. You will also need to wait one year to reapply for a board position.
* Chamber Liaison will notify you of your release.
* **If you cannot attend a meeting, please notify your GWSI Liaison.**

#### *Format of the Meetings*

*The focus of each meeting will be to develop ideas and objectives that move the group forward in ways that positively affect the community.*

* The business meeting will begin promptly at 12:00 and will conclude by 1:00pm.
* Each meeting will include introductions by each attendee.

#### *Advisory Board*

*Chair*

* The Chair will Run and facilitate the Advisory Board meetings.
* Holds a seat on the Greater Winston-Salem Inc. Board of Directors.
* There is a 1 term limit for the position

#### *Vice Chair*

* The Vice-Chair will supervise the Chairs of the sub-committees.
* Will assist the Chair as necessary.
* Run and facilitate the meeting if the Chair is not available.

#### *Secretary*

* The secretary is responsible for tracking attendance, maintaining and providing the minutes for each meeting.
* Submits all minutes to the GWSI Staff Liaison.

#### *Chamber Staff Liaison*

* GWSI Staff Liaison will maintain the attendance records and the waiting list.
* Will have direct correspondence with chair and vice chair to monitor success of the group.
* Along with leadership, plan and execute Winston<40 objectives and goals for the greater good of the group.

I acknowledge receipt of the Winston<40 Advisory Board Guidelines.

Name (Please Print)

Company (Please Print)

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Signature Date