



Bylaws - Mission Statement, Membership Guidelines and New Member Application

Phase 1 Mission Statement

At Rock Coast Entrepreneurs, our mission is to empower both aspiring and seasoned entrepreneurs through a comprehensive support system that encompasses resources, networking opportunities, and the wisdom of experienced veteran members, standing as a pillar of support and guidance in an evolving entrepreneurial landscape. Through our organization, members forge connections with like-minded individuals, fostering collaboration and idea exchange, while our diverse community offers valuable insights and opportunities for growth. Our veteran members play a pivotal role in offering guidance and sharing experiences, enriching the entrepreneurial journey for all involved.

Membership

Membership will have no restrictions on the number of members or teams in each segment or profession. Candidates for membership will file an application for the membership committee to review and have complete discretion over acceptance. Application for Membership will include expectations of being a member of the Rock Coast Entrepreneurs which will include these bylaws. Membership committee, as part of their discretion before denial or approval, may choose to complete a formal interview process if there are any signs of conflicts or unanswered questions. Each RCE member or team, new and existing, will promise the following:

- Provide their services or deliver their products with the highest ethical standards possible
- Must be an active member in good standing which is defined as:
 - Membership will be made up of new and existing entrepreneurs, self-employed businesses, and organizations who supports entrepreneurs and partners which can be a single member or a team from one business or organization.
 - Each member or team are also committed to collaborating with other members of the organization as stated in our mission statement is held true.
 - Active in attendance one time per month or total 9 times annually.
 - Must be current with their dues. Dues will be invoiced in December for the following years dues and will be due no later than January 31st. Dues structure is as follows:
 - New Entrepreneurs (0-18 months), Member or Team, \$150 for first year
 - Existing Entrepreneurs, Member or Team, \$200 per year
 - Support Partners/Coaches, Member or Team, \$200 per year
 - Collaboration Partners (Chamber of Commerce, Rockland Main Street Inc, MCE, etc) \$0 cost
 - If dues are unpaid by January 31st of each new year, the member will be subject for review by the membership committee.

Special Provision for Student Entrepreneurs:

Student entrepreneurs who are in college or high school and under the age of 21, if they are actively engaged in entrepreneurship, can benefit from a special membership offer:

- Student Entrepreneurs (Under 21 years old), Member or Team: Free membership.

This provision aims to support and encourage young entrepreneurs in pursuing their entrepreneurial endeavors within the Rock Coast Entrepreneurs community.

Organizational Structure

The organization of the group will consist of a President, Vice President, Secretary and Treasurer and decided upon by the membership when new officers are needed. These elections are to be held by the end of each November and these elected roles begin their services on January 1st for a 1-year term. However, an elected officer may serve for up to a two-year term per role, subject to approval by the membership through a vote.

Here are their roles and responsibilities:

President

The President will be responsible for being the facilitator for all meetings which includes events and board meetings. They will provide oversight for the committee chairs, attending periodically to each of the committees to ensure the vision of RCE is maintained and mediate any conflicts. The President will also be the chair of the RCE Board of Directors. The President also has signing authority, but any expense or payment made, must have written approval by Treasurer before signing of checks or use of debit card.

Vice President

The Vice President will be the membership chairperson and will back up the president as needed. While the vice president serves as membership chairperson, they will appoint 2-3 other members to serve on the membership committee to determine membership qualifications and to adjudicate disputes. The Vice President also has signing authority, but any expense or payment made, must have written approval by Treasurer before signing of checks or use of debit card.

Treasurer

The treasurer will provide oversight for collection of dues or special funds, approving of organization's expenses, and reporting quarterly the financial position of our organization. The Treasurer must have approval by membership for any expenses exceeding \$500. The Treasurer will also be the Finance Committee Chair and will select 2-3 other members to assist in decision making for spending money and reviewing financials. The Treasurer and the committee members will also create and present the annual budget every November, sharing the proposed budget for the board to review and then for final approval each December will be sent to membership body for online voting for the approval of the budget. The Treasurer also has signing authority if they choose but before expense are paid, the payment must be approved by the President or Vice President.

Secretary

The Secretary will take minutes and update the group each meeting through the Secretary Report that will be sent through email after each meeting which will cover announcements, updates, news and changes in times or items.

Monthly Meetings

Meetings will be held the first and third Thursday of every month. Meetings will start promptly at 8:00AM and end at 9:00am. Meetings may be canceled due to inclement weather and will follow University of Maine Augusta at Rockland's cancellation policy as well as local school districts within Knox County

Membership Voting

Each member or team has 1 vote, and all members or teams have an equal right of vote. Collaboration partners do not have voting privileges unless they join as a member or team. For motions to pass or to make official changes to rules such as organizational structure changes, election of officers, policies, bylaws, and approval for any financial expense decisions exceeding \$500, the following must occur:

- Two Thirds Membership is required for quorum.
- Quorum attendance is defined as in person for the meeting or by absentee vote which can be cast within 24 hours prior of the vote. Absentee voting will be done through email and will be sent to the secretary to record the members vote.
- To pass changes, 51% of the members must agree to decide the vote that signifies the majorities choice.



Application for Membership

Date: _____

Name: _____ Position: _____

Business, Organization or Coach Name: _____

Business Type or Area of Expertise:

Bus. Anniversary (Month/Year): _____

Address: _____

City: _____ Zip: _____

E-mail: _____

Work Phone: _____ Cell Phone: _____

Why are you looking to join Rock Coast Entrepreneurs? Describe the sphere of your normal contacts, what collaboration means to you and how you plan to collaborate with others within Rock Coast Entrepreneurs.

Please provide two business references:

Name: _____ Phone: _____

E-Mail: _____

Name: _____ Phone: _____

E-Mail: _____



ROCK COAST ENTREPRENEURS

EMPOWERING DREAMS, IGNITING SUCCESS

I hereby apply for membership in the Rock Coast Entrepreneurs' group. I understand that there is an approval process to my membership, and I also commit to the following if my membership is approved:

- Provide my services or deliver my products with the highest ethical standards possible.
- I must be an active member in good standing which is defined as:
 - I agree that I'm one of the following:
 - A new or existing entrepreneurs, self-employed business owner or representative of the business
 - A member of an organization who supports entrepreneurs and partners
- Active in attendance one time per month or total 9 times annually.
- Must be current with my dues as defined by the bylaws and understand if my dues are unpaid by January 31st of each new year, my membership will be subject for review by the membership committee.

Applicant Signature

Date

Membership Committee Decision: Approved ____ Declined ____ Date _____

Membership Chair Signature

Date