



Lunchtime Referral Group

Member Expectations & Guidelines

The Lunchtime Referral Group, hosted by the Tri-County Regional Chamber, is a one-seat-per-profession networking group built on trust, collaboration, and mutual business growth. To ensure a high-quality experience for all, members are expected to follow these guidelines:

1. Membership & Professional Integrity

All members must be in good standing with the Tri-County Regional Chamber and demonstrate high integrity in their profession. Our goal is to maintain a trusted network of professionals that members can confidently refer.

2. Group Commitment & Participation

To protect the strength and exclusivity of the group, members are expected to:

- Be actively involved—this includes consistent meeting attendance, representing the group at Chamber events, and supporting fellow members.
- Refrain from joining other competing referral groups that overlap with the Chamber's 10-member-town region.
- Avoid soliciting Lunch Referral Group members for outside networking groups.
- Get to know fellow members and refer when appropriate.
- Support each other's businesses when possible, including giving opportunities to quote or collaborate.

3. Growing the Group

We are committed to expanding our network with quality professionals:

- Each member is encouraged to invite at least one guest per year.
- Guests must be approved prior to attending. Members should send the guest's info to a board member for occupation review.
- Guests may attend one meeting only before applying.

4. Attendance Policy

Members may not miss more than two meetings per quarter. If unable to attend, a substitute from your business may attend in your place. Notify a board member when sending a substitute.

5. Chamber Event Participation

Members are strongly encouraged to attend Tri-County Chamber events. These provide additional visibility, networking opportunities, and help recruit future group members.

6. Engagement Reviews

The Lunch Referral Group Board will periodically review each member's participation.

Considerations include:

- Attendance
- Chamber involvement
- Referral activity
- Guest sponsorship
- Overall contribution to the group's success

Lack of engagement may result in removal from the group.

7. Meeting Format & Timing

- Virtual Meetings: Second Wednesday of each month | 12:00 PM – 1:00 PM
- In-Person Lunch Meetings: Held bi-monthly at local venues

Please join Zoom meetings 5 minutes early for informal conversation. Meetings will start and end promptly.

Typical Agenda:

- Member Intros / Elevator Pitches: 1-minute per person
- Guest Intros: 2-4 minutes (sponsor introduces guest, followed by guest intro)
- Spotlight Speaker: 10-15 minutes, by scheduled request

8. Referral Follow-Up

Members who receive a referral must provide feedback to the person who gave it—positive, negative, or neutral. Always act professionally, knowing you represent both the referring member and the Chamber.

9. Membership Dues

Annual dues are \$125 (effective September 2025) and must be paid by the second Wednesday of September. Members must maintain Chamber membership to remain in good standing.