



Chapter Name: \_\_\_\_\_ Meeting Date: \_\_\_\_\_

Meeting Location: \_\_\_\_\_

### LeTip Creed

LeTip is a professional organization of business individuals, dedicated to the highest standards of competence and service. Our purpose is the exchange of business tips. Members will, at all times, maintain the highest professional integrity. Each business category is represented by one member and conflicts of interest are disallowed.

### Meeting Agenda

Networking  
Sgt-At-Arms (announce to please mute cell phones)  
President - Welcome (call the meeting to order)  
Pledge of Allegiance  
LeTip Creed  
Chapter Board Introduced  
Tip Master (definition of a tip)  
Introduce Guests (30-second about themselves)  
Pass Business Cards (in-person), Virtual contact in chat  
Program Director (introduce program & Speaker)  
Speaker(s) (10 mins., multiple speakers less time)  
President (announce the unknown greeter)  
Vice President (call for committee reports)  
President (gather attendance report from Vice Pres)  
Poker Folder (hot potato game)  
Visitations (announce only first week of each month)  
President (check with Inspector on new candidates)  
Vote (if new candidate chapter vote, Vice Pres counts)  
Lunch Bunch (last week of the month)  
Lucky Devil (Random member 30-sec commercial for prior week's speaker)  
Sgt-At-Arms (starts the tip bucket / 30-sec commercials)  
President (announce any new member)  
President (5 reasons to join LeTip)  
1. "Dollars In Your Pocket"™  
2. You become a better public speaker  
3. Your chapter becomes like family  
4. Provides a source of referrals for your clientele  
5. Value beyond compensation  
Meeting Adjourned

### Chapter Board

President \_\_\_\_\_  
Vice President \_\_\_\_\_  
Treasurer \_\_\_\_\_  
Secretary \_\_\_\_\_  
Tip Master \_\_\_\_\_  
Membership Chair \_\_\_\_\_

### Today's Program

Showboater \_\_\_\_\_  
Greeter \_\_\_\_\_  
Speaker \_\_\_\_\_  
\*Speaker Recap \_\_\_\_\_

### Next Week's Program

Showboater \_\_\_\_\_  
Greeter \_\_\_\_\_  
Speaker \_\_\_\_\_  
\*Speaker Recap \_\_\_\_\_

### Chapter Events & Announcements

### LeTip Core Values

**Kindness:** John Templeton said it best, "it's nice to be important, but it's more important to be nice".

**Integrity:** Honesty in all actions. ~ "Do the right thing".

**Loyalty:** Trust and support in every relationship. ~ "All for one, One for all".

**Passion:** Commitment driven by belief and purpose. ~ "From the Heart".

**Commitment:** See things through to completion.

**Accountability:** Own your actions, behaviors, and choices. ~ "If it's to be, it's up to me".

**Excellence:** Go beyond expectations while maintaining the highest standards.

\*Speaker Recap (previous week's speaker, random member gives 30-second commercial for - Lucky Devil)

The foundation and structure of LeTip are key drivers of our continued success. However, to maintain engagement and adaptability, the meeting format may occasionally vary. Below are suggested options for monthly, quarterly, and annual meetings. Please note that when implementing one of these alternatives, committee reports and/or member commercials may be omitted.

### Monthly

- Fiver Day
- Target Tipper
- Tip Talks (Ted Talks)
  - Business Development
  - Industry Trends
  - Skill Building
- Tipper on the Spot (Open tips)
- Visitation Day or Workshop

Notes: \_\_\_\_\_

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### Quarterly

- Business Mixers
- Round tables
  - Extended Network
  - Goals
  - Marketing
  - Membership
  - Social Media
  - Tip Storming
- On Location (meet at member's business)
- Social Events
- Speed Networking (2 to 5 minutes)

Notes: \_\_\_\_\_

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### Annually

- Chapter Goal Mapping
- Elections
- Gala (Holiday Party)
- Showboat Expo

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