



## Timeline for Process of Adding New Members 2018

ACTIVITY	DATE
Prospective members are recruited	Ongoing
Application Seminar for Prospective New Members	Wednesday, February 14, 2018
<b>LOI (LETTER OF INTEREST) DUE</b>	<b>Friday, February 16, 2018, 5pm</b>
Membership Recruitment Task Force and staff screens LOI letters for social justice work and “technical” criteria	February
Board of Directors and Membership receive list of qualified LOI’s received, indicating those that will be further considered. Membership is invited to provide feedback regarding applicant organizations.	Late February
<b>FULL APPLICATIONS DUE</b> The Task Force <u>may</u> request full applications from organizations meeting criteria and recommended through the review process.	<b>Friday, March 9, 2018, 5pm</b>
Members of Task Force visit board meetings of prospective organizations.  Applicants must provide Board Resolution to Shares	February through May TBD
Applicants Invited to “Meet and Greet” with all member organizations	Friday, April 27, 2018, 9am- 10:30am
Task Force discusses reports from board meetings and makes recommendation on which organizations to recommend to full membership.	March through May
Task Force and staff prepare and distribute information about recommended applicants for full membership review.	May
Full membership meets to vote on the acceptance of recommended organizations.	Monday, May 21, 2018
New Members Attend 2017 Power Lunch and Annual Meeting and are announced. (Not eligible to vote yet)	Friday, June 29, 2018, 11:30am-1:15pm at Windows on the River
Accepted organizations become fully participating members. Dues invoices are mailed on June 30 <sup>th</sup>	Sunday, July 1, 2018
New Member Orientation, if accepted into membership (required attendance)	Wednesday, July 18, 2018
New members participate in the fall campaign	Late Summer to Fall of 2018
New members receive first distribution check from campaign	March 30 <sup>th</sup> Distribution Payout 2019