



MOMS, INC. MISSION STATEMENT:

“Moms, Inc. supports the unique needs of stay-at-home Moms who want to run a successful home-based business.”

AGREEMENT FOR FORMATION OF A MOMS, INC. OF HOWARD COUNTY CHAPTER

I, the undersigned, as President of “Moms Inc. of Howard County, _____ Chapter” (the “Chapter”) agree to the following terms:

1. I will pay a one-time Chapter Registration Fee of \$35. This amount will be reimbursed to me from my Chapter's dues once I begin collecting dues.
2. I will collect annual dues from members, of which \$5 from each member's dues will be sent to Moms, Inc. of Howard County (hereafter referred to as the “Mother Chapter”).
3. I will put forth every effort in getting the Chapter started including monthly email communication with the Mother Chapter during the first crucial year while the Chapter is being established. Thereafter, I will communicate with the Mother Chapter at least every three months. I will file a brief financial report with the Mother Chapter every year by the anniversary of established date of the Chapter. Communication by email should be to this address: NancJD417@cs.com.
4. I will act as President for at least one year and will find at least one other officer willing to volunteer to assist me in running the Chapter within one year.
5. I will run the Chapter in the same spirit that the Mother Chapter has been run. This being in an atmosphere of support and friendship with an emphasis on informality and low cost to participants.
6. I will handle the finances responsibly. The Chapter is to be run in a not-for-profit way, i.e. the dues collected should be for expenses which benefit all members in an appropriate way, such as maintaining a website to promote the members' businesses. Any debts incurred by the Chapter will be my Chapter's responsibility.
7. I will not use the Moms, Inc. name or logo in conjunction with any unethical, immoral or otherwise inappropriate agencies or affiliations.
8. I will abide by the following mandatory rules:
 - a. There will be at least one meeting a month, which is offered free of charge and open to the public. Children are welcome at these meetings. Women are allowed to attend three times before they are asked to pay dues.
 - b. Annual dues must be collected from each member. The suggested amount is \$45. If there is a deviation of more than \$10 either way, please consult the Mother Chapter for approval.
 - c. Membership is only open to women. It is open to women with children of any age or childless women. It is not necessary to have a home-based business, just the interest in starting one.
 - d. Consultants from the same direct sales company are welcome to join the Chapter.
 - e. It is essential to remember that Moms, Inc. is a support group, rather than a traditional networking or "leads" group. Meetings should be casual and friendly.

- f. Chapter costs should be kept as low as possible to members.
- g. Disagreements between members should be handled at the Chapter level. However, if this is not possible, the board members of the Mother Chapter will decide and have the final word.
- h. I understand that the legal name of the Chapter is "Moms, Inc. of Howard County, (*your county or town name*) Chapter". This name should appear on your website as to distinguish your Chapter from other chapters.
- i. As soon as the signed Agreement and registration fee are received and signed by the Mother Chapter, I will receive:
 - 1) A listing on the Chapter page of the website, www.momsinc.org, with the name of the Chapter, its meeting place and time, and contact information.
 - 2) Permission to use the "Moms, Inc. of Howard County" name and logo.
 - 3) A packet of information containing sample forms and advice on various aspects of running the Chapter, such as meeting topics, how to get publicity, etc.
 - 4) Coaching by email from the founder of Moms, Inc. of Howard County to assist in forming and maintaining my Chapter.

Agreed to and Accepted By:

Name: _____

Signature: _____

Date: _____

Agreed to and Accepted By:

Nancy Daniel, President of Moms Inc. of Howard County

Signature: _____

Date: _____

Send a check in the amount of \$35 made payable to "Moms Inc. of Howard County" with this signed Agreement to:

Moms, Inc. of Howard County
 c/o Nancy Daniel
 6999 Cedar Avenue
 Sykesville, MD 21784

Suggested Guidelines:

1. Chapters should offer a benefit package to its members which is similar to that offered by the Mother Chapter.
2. The meeting place should not have a cost associated with it, especially the first year. The meeting place can be the home of a member, the library, a coffee shop, etc. If it is required to pay for the meeting place, the money should be raised by a raffle or charging for refreshments. People should not be charged for attending the monthly meeting.
3. The Chapter should not have to pay for publicity. Take advantage of the free listings in newspapers and parenting publications. Visit other networking groups and spread the word about Moms, Inc. Put flyers at appropriate places. Ask the local paper to write a story.
4. Chapters can have other meetings or outings during the month which are open to members only or which exclude children.
5. It is suggested that the Chapter, within the first year, develop the capacity to have its own website and newsletter. The purpose of the website is to list its members' business information as a benefit to the members. The website can be a simple webpage with the Chapter information, linked to www.momsinc.org. You can design it yourself or hire Adriene Mendelsohn, our website designer, to do it for you. You may choose to write your own newsletter or you may choose to use our newsletter, edited by Anita Marchesani. The first few pages are appropriate for any Chapter. Your own calendar page can be substituted for our own.
6. Within 6 months, members form an email discussion group to keep in touch (i.e. Yahoo! groups or something similar). Chapters are welcome to develop their own forms or use ones supplied by the Mother Chapter. Forms developed by the Chapter will be submitted to the Mother Chapter for record-keeping purposes.
7. Members should be encouraged to volunteer and be active in running the Chapter. Suggested offices are President, Secretary and Treasurer. Suggested committee heads: Membership, Finance, Meeting Planners, etc. Many of our members have found that volunteering has led to a feeling of "ownership" which is a good way to foster relationships.

Joint membership between the Mother Chapter and other Chapters:

Members of other chapters are welcome at meetings of the Mother Chapter. However, in order to receive full benefits (a listing on the momsinc.org website, having your marketing materials at meetings even when you are not) you must pay additional dues to the Mother Chapter. Dues will be discounted \$10.