



## **Welcome to PNG West**

PNG West is a networking group of seasoned professionals who offer a wide variety of products and services. We are available as a referral service and as a resource for your business and personal needs.

### **Our Mission**

PNG West is a non-profit organization of honest professionals meeting to share ideas, resources, and quality leads. We develop professional and social relationships that invoke confidence to promote members and their businesses.

### **Join Us**

Business people interested in joining PNG West can attend up to 2 meetings at no cost. Get to know our professionals and hear more about what they have to offer. Membership is limited to one person per industry. For a current list of members please visit [www.pngwest.com](http://www.pngwest.com).

### **When do you meet?**

Every Tuesday, 7:00 AM (please call to confirm)

- 7:00 AM, networking & socializing
- 7:15 - 8:30 AM, meeting

### **Where do you meet?**

Wells Fargo Wayzata

Community Room (or Lunch Room), 2nd floor, park in rear of building

900 East Wayzata Blvd.

Wayzata, MN 55391

### **Are there membership dues?**

Yes, yearly dues are \$75, that's it. We don't charge you for networking classes, registration fees, or not bringing in a lead.

### **For more information please contact**

Shawn Wallace, President

763-493-4842

[swallace@evolveyourimage.com](mailto:swallace@evolveyourimage.com)

**Please visit us at [www.pngwest.com](http://www.pngwest.com)**



## **PNG West Officers & Committees**

PNG West members participate in the organizational structure and in a variety of committees. These committees are designed to improve the group experience and add value to members.

### **PNG West Officers** (1-year term for all officers)

**President:** run weekly meetings and act as contact person for PNG West.

**Vice President:** serves in absence of President, takes position of President in next calendar year.

**Secretary:** responsible for recording and distributing meeting minutes.

**Treasurer:** responsible for collection of yearly dues and disbursement of funds for events or materials.

### **Marketing Committee**

Our goal is to effectively market PNG West and its members to business interests in the community. The tools we develop include:

- **web site**

Update and maintain group web site, [www.PNGWest.com](http://www.PNGWest.com) with current member info, news, and events. Update online brochure.

- **print collateral and communications**

Develop, design, and production of print/promotional materials. Reach out to local business press to create awareness about PNG West with press/news releases and advertising about PNG West and its members.

- **marketing**

Develop ideas that generate public awareness of PNG West. The PNG West Marketing and PR Committee will not be for the sole use of marketing for any individual member unless a significant number of members can benefit from the efforts of the committee.



## **PNG West Officers & Committees, cont.**

### **Treasury & Financing**

Duties include collecting annual dues from members and depositing dues into the PNG West bank account. Duties also include paying expenses for the group such as web site fee, brochures, speakers, lunches and charitable donations.

Finance committee chair is authorized to sign on the PNG West account. This is a personal account due to minimal activity on the account. No fees are charged for this account.

### **Membership & Lead Reporting Committee**

The Membership and Lead Reporting Committee is focussed on attracting new members to PNG West. This committee also tracks member leads and sales generated by these leads.

### **Social & Charity Committee**

The Social and Charity Committee creates social activities and charity opportunities for the group. PNG West will typically have a social event every quarter and a charity event 1-2 times per year.

### **Business Development Committee**

The Business Development Committee creates monthly educational opportunities for PNG West members. Topics such as marketing, employee issues, and financing are presented for discussion.

This committee also organizes luncheon events featuring a guest speaker. These luncheons are open to the business community and are great opportunities to network with other professionals.



## **Meeting Schedule**

### **7:00 AM**

Networking & socializing

### **7:15 AM**

Call to order

Guest Introductions

Approval of Minutes

New Business

Committee Reports

- Marketing Committee
- Membership & Lead Reporting Committee
- Social & Charity Committee
- Business Development Committee

### **8:00 AM**

Feature Presentation

### **8:20 AM**

30-Second Commercials

### **8:30 AM**

Adjourn Meeting