

# At the Network of Opportunity Meeting

**7:30-8:00 – Networking and get breakfast**

**8:00-8:45 – 30-second introductions**

Potential New Member Update or Presentation  
if there is a potential member in attendance

"Did You Know?" One pre-selected member will tell something new about their business that members didn't know

**8:45 - 9:00 – Break**

Time for networking, setting up house calls and doing your paperwork.

**9:00 to 9:30- We do something a little different each meeting**

Examples: Mini Housecalls • Speed networking • Needs and Leads  
Thank yous, success stories and announcements. We like to offer public thanks for a good referral, introduction or meeting.

**9:30-10:00 – Member reviews**

After each meeting, the board meets with two member firms (separately) to see how the group is working for them and see if they have any suggestions or issues.

**A few meeting rules & suggestions**

- RSVP to the invitation so we know how many are attending. When you reply, reply only to Lisa, not REPLY ALL – no one wants to receive 30 replies, except Lisa, of course.
  - Read the agenda! So you are prepared for the activity
  - Please arrive on time. We start promptly at 8:00, so if you want to network or get breakfast, arrive no later than 7:45.
- Let someone know if you need to leave early - or we'll wonder what happened to you.
  - Shut off your phone!
- Fill out the forms on the table so you get credit for your leads and house calls.
  - Review the status reports in the file on the table.
- You may bring up to three people from your company to a meeting.