



MAKE SURE MUSIC IS PLAYING WHEN PEOPLE COME IN! Keep Energy Up!

DESCRIPTION	ACTIVITIES	START	END
1 Open Networking	Check-In Members & Guests Distribute Menus & Place Orders <ul style="list-style-type: none"> • 15 Minutes from Start Time 	11:30 AM	12 noon
2 Introductions	Introduce those in attendance <ul style="list-style-type: none"> • 30 Second Introductions 	11:45 AM	12:15 PM
3 Success Story	1 Member Success Story <ul style="list-style-type: none"> • Open Mic for Others to Share 	12:00 Noon	12:30 PM
4 Time to Eat	Allow everyone to eat & network	12:15 PM	12:45 PM
5 Chapter Business	Coordinator to discuss: <ul style="list-style-type: none"> • Schedule • Special Events • Discuss Prospective Members • Identify 3 to 5 Open Sectors • Other 	12:35 PM	1:05 PM
6 Members Spotlight	2 Member Spotlights: <ul style="list-style-type: none"> • 3 Minutes Per Person • No powerpoint • Bring handouts, flyers, banners, business cards acceptable 	12:45 PM	1:15 PM
7 Time for FUEL	ING Speaker –OR– ING Content Discussion –OR– Speed Networking Drills	12:55 PM	1:25 PM
8 Close Out	Wrap-Up Meeting (Pass out Promotional Flyer)	1:20 PM	1:50 PM
9 Open Networking	For Members who want to Continue Networking	1:25 PM	1:55 PM

- This is a tentative schedule, timing could be changed based on activity.
- Please confirm with your restaurant or food provider the timing of when your lunch will be served.
- Please prepare for materials and setup for the presentation prior to Fuel.