TRADITIONAL MEETING RELAUNCH (TMR) ROAD MAP

BNI Chapter Leadership Team:

As we discuss the options to move forward, it is vital that we look at each option carefully and keep open communication with our teams.

We know that restricting in-person Chapter meetings may cause some Members to feel that their ability to receive referrals is limited. However, we know with data that, even during a global economic downturn, BNI online is highly productive for Members. We have actually seen increased retention rates, and generated almost double business closed in 2020 vs 2019. We know that Chapters can efficiently and effectively Launch, Fill, and Retain via BNI online.

As you navigate this important decision, we would ask that you are especially sensitive to situations where some Members in a particular Chapter that is restarting in-person meetings aren't comfortable doing so. Energetic and compassionate care for these Members in particular will serve their interests as well as yours, and it will demonstrate the best of BNI's Core Values.

When in doubt on any issue, we would respectfully ask that you simply pause and put it on ice. If you don't have 100% consensus, you must continue what we've been doing since March 2020. This is a complex situation and you want to have every bit of data, training, and guidance at your disposal to assist you in supporting Member success while also ensuring Member safety. We are all in this together and there is no rush to return to traditional meetings.

TRIANGLE BNI®

Steve Hand

BNÍ

Webinar / Zoom with Steve

Go over 4 options and prepare presentation for team

Present 4 Options to Team

Conduct a team meeting and discuss the proposed options 1-4. Explain voting process (anonymous, 100% unanimity required)

Anonymous Survey Conducted

Regional Director sends anonymous survey to team. 100% response rate, 100% unanimous.

If not 100% for any option, keep meeting remotely until next survey conducted

Once you have 100% consensus, move to the next steps

Contact Venue

Make sure they can accommodate:
 - TMR Signage
- 6 feet between people &
  1 foot from the wall

All members sign Hold Harmless Form

Zoom Training

30 minutes for President & Visitor Host

Get written approval from Regional Director

Get supplies from Regional Director

Thermometer & TMR Signage

Ready to move to Options 2, 3, or 4?
Follow this checklist first.

CDC & State Guidelines MUST be followed 100% of the time

☐ **Register all visitors**

☐ **Attendees sign Hold Harmless form (verified with VH at registration)**

☐ **Display TMR signage**

☐ **Set up hand sanitizer around the room and at door**

☐ **Set up tables & chairs to allow for 6 feet between individuals & 1 foot to the wall**

☐ **Ensure all attendees wear masks - the entire time**

☐ **Ensure no food is brought in**

☐ **Ensure all attendees have their own clipboards & pen**

☐ **IF DOING HYBRID 1: One person in charge of duplicating entire meeting for those attending remotely, ensuring those remotely are engaged and included**

☐ **No shaking hands, hugging, or physical contact**

☐ **President completes Post-meeting checklist**

BNI®

Prevent the spread of COVID-19

NETWORKING GROUPS & MEETINGS

INFECTION PREVENTION STEPS

- ⊘ **Deep clean** meeting area.
- ⊘ **Clean and disinfect** after each meeting.
- ⊘ Accommodate **social distancing of at least 6 feet.**
- ⊘ **Do not make physical contact** – Prevent shaking hands and hugs.
- ⊘ **Do not hand out** brochures, rosters, business cards, etc.
- ⊘ Provide **hand sanitizer** throughout the room and area.

Social distancing of at least 6 feet is one of the most effective ways TO STOP the spread of COVID-19.

SOCIAL
DISTANCING
6 FEET APART

ARRANGE TABLES
AND CHAIRS TO
SUPPORT SOCIAL
DISTANCING

HYBRID 1:
ONE PERSON
DEDICATED
TO ASSISTING
THOSE MEETING
FROM HOME

NON-CONTACT
GREETING

WEAR A FACE
MASK DURING
THE ENTIRE
EVENT

STAY HOME

Require members + attendees to stay home if they have **ANY SYMPTOMS of COVID-19.**

COUGHING   SNEEZING   FEVER   SHORTNESS OF BREATH

WHO SHOULD WEAR A MASK?

- · **Attendees**
- · **Staff**
- · **Volunteers**

SUPPLY MASKS FOR THOSE WHO DON'T HAVE ONE. *CLOTH MASKS ARE ACCEPTABLE.*

BNI®