

Congratulations! You are now a member of Clients for Life Consulting. Each CFL group is composed of highly qualified representatives like yourself, and is all about the members..

This document describes the CFL Code of Conduct and preparation for CFL meetings, private coaching sessions, and membership dues.

CODE OF CONDUCT

- CFL is the all about education, idea sharing and business exchange and each member is the resource that makes it happen. Therefore, each member needs to be present and dedicated to the success of the group, well prepared, ready to participate candidly, and willing to share openly, honestly and fully.
- Each members confidentiality, caring and commitment are the essential ingredients in building the group.
- Every member must be accessible to the group to support the necessary quality of openness. Membership is considered a privilege rather than an expectation.
- The group focuses on the facility of business. It is a “perpetual agenda” because the development and nurturing of the member relationship takes place over of many months.
- Each member is responsible for the health of the group by participating and supporting norms, appreciating the differences among people, and working toward the cohesion for the group.
- Each member has a need for importance, approval and acceptance within the group.
- Schedule all group meetings in your calendar in advance, rearranging conflicting items to accommodate your group meetings.
- Make your top priority 100% attendance for monthly meetings.
- Respect confidentiality. What is said in the room, stays in the room.
- Appreciate differences among people, be non-judgemental.
- Get to know other members between the group meetings by scheduling one-to-one meetings..
- Be completely honest in meetings.
- Take responsibility for yourself.
- Be willing to take risks.
- Develop communication skills, especially listening skills.
- Prepare thoughtfully, present openly, and ask clearly for what you want from the group.
- Share responsibility for each member’s success

PRIVATE COACHING SESSIONS

Please inform your staff about your Private Coaching Session if others in your company have the ability to change your schedule or if you wish to include others in your private session. If you are unable to keep a scheduled appointment, please provide advance notice to your CFL Facilitator.

Like the monthly meetings, Private Coaching Sessions are more beneficial when you prepare in advance. The sessions are yours to use as you wish. Some of the more popular uses of Private Coaching Sessions involve:

- Discussing a course of action suggested at the previous CFL meeting
- Preparing for presentation to the group
- Tracking progress on the business planning process
- Minor business matters which you may not wish to present at the group meeting
- Developing strategic plans, as well as personal and company vision statements

Issues discussed in Private Coaching Sessions are confidential and are outside the scope of the CFL meeting. They will not be addressed at a CFL meeting without your prior consent.

DUES AND BILLING

Dues are billed directly from CFL headquarters annually.

Once again, congratulations on your acceptance into the CFL! We look forward to working with you.

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