

Forum constitution (example)

CONSTITUTIONS

- Each Forum writes its own constitution
- Best practice is to review and revise annually
- Document and align Forum mission, vision, values
- Clear expectations for member participation
- Guidance for difficult situations that occur

Examples of Forum constitution content:

Mission and vision	To share, learn and grow personally and professionally as individuals and as a Forum.
Confidentiality	Any breach of confidentiality will result in immediate expulsion from the Forum. After a Forum discussion (impact, apology, etc.), the offending member may be readmitted only by unanimous vote by the rest of the Forum.
Fiscal year	1 July to 30 June
Number of meetings and retreats	11 meetings and one retreat are held each year. One of the meetings may be social and is included in attendance.
Attendance	A member who misses two meetings in a fiscal year, or a retreat, is automatically removed from the Forum and requires unanimous vote to readmit to Forum.
Tardiness	A member who is late for one meeting is docked for one-half an absence and fined US\$____ per minute, up to US\$____.
Forum Mindset	Forum members will follow Forum Mindset, listening curiously and speaking only from experience at our Forum meetings.
The member experience	Each member of Forum is responsible for his or her own Forum experience to unlock potential and grow beyond their personal limits.
Cell phones and electronics	No cell phones are allowed during Forum meetings or retreats, except during designated times or as pre-approved by the Forum. Violation results in a US\$____ fine.
Group size	Our Forum will have 8-10 members.
Members joining Forum	Members joining the Forum must meet majority consent of the existing members.
Members resigning from group	Members resigning from Forum are expected to make an exit Deep Dive. A member who chooses not to make an exit Deep Dive forfeits his or her unspent balance of Forum dues.
Emergency meetings	Emergency meetings are available to a member in need. Attendance is not mandatory.
Term	Moderator, secretary and financial roles are for a single fiscal year.
Food/alcohol	No consumption of alcoholic beverages is permitted during meetings or prior to meetings. Drinking during retreats is restricted to designated times. Food may be available, but must not distract from our Forum experience. Full attention to members as they speak is expected.
Business dealings	No material business transactions are permitted among Forum members. All financial dealings must be disclosed to the Forum.
Romantic relationships	No romantic relationships are permitted among Forum members.