

# INTELLENET

## INTELLENET Guideline Letter 1 – (formerly 2003-2) PROPOSED APPLICANT RECOMMENDATIONS

All efforts to gain qualified members for INTELLENET are appreciated but it seems appropriate at this time to suggest some guidelines to avoid overloading some areas and relieving some of the problems, discussed below.

There are occasions when more than one member in a given area is helpful. A lot depends on the size of the community being considered and there are other reasons for duplication, such as specialties, disciplines and availability of all parties on a regular basis.

Obviously we do not want to overload any given area but if a potential member has a certain expertise, which is not shared by the others or frequents a locale not usually covered by another, the new member could be a great asset. Please set forth such qualifications or specialties and disciplines in your written recommendation.

A very important consideration to be resolved before a name is submitted for consideration is: Does this individual **want** to join INTELLENET? Let's not undertake the cost of initiating the application until we have resolved the question of the proposed applicant's desire to be a member. We want to increase the "return of application" rate from its present approximately 75% to 100%.

We have designed a Proposal for Membership Form on which to include: the applicant's name and address, the recommending member's relationship with the applicant (personal, business or both), and why the applicant would be an asset to INTELLENET. Note that this is not an Application Form, which we already have in place but a Proposal for Membership Form, to be filled out by the INTELLENET member recommending the applicant.

Please remember the qualifications for membership when recommending a potential member. That party must have ten years' experience minimum, be licensed in those jurisdictions requiring licensure and in good standing, in all cases. (See [ARTICLE III MEMBERSHIP](#), INTELLENET LTD, BY-LAWS). The proposed applicant should be made aware of the requirement to adhere to INTELLENET's Code of Ethics.

The [By-laws](#), [Code of Ethical Standards and Conduct](#) and the [Proposal for Membership Form](#) are available for review on our website: [www.intellenetwork.org](http://www.intellenetwork.org).

The Executive Director may appoint a membership committee chairman in each instance where a requested membership is disputed. This chair person may request the assistance of, from 0 to 4, INTELLENET members to assist in the resolution of the decision in question. Only the chair person shall be identified so that all complaints are directed to that individual, thus relieving other committee members of the necessity to respond to complainants. The members shall not be identified to each other or to anyone else. The chair alone, shall know the identity of the members. The appointment of the chair is at the discretion of the INTELLENET Executive Director. (Added 5/18/05).