

OPERATIONS ROUNDTABLE

Participation Agreement

Purpose: The Operations Roundtable is to be a forum for BCFPA members Operations professionals to network and share best practices and strive for continuous improvement. Each member company is non-competitive.

Objectives & Value Expectations

1. To learn from the team
2. Improve the company
3. Improve the bottom line
4. Personal/career development
5. To be challenged by colleagues
6. Enjoy the environment of Trust and Respect
7. Accountability to the group via: attendance, respect, and contribution.

Eligibility: The Roundtable shall be composed of BCFPA members who are production specialists. Strict focus on operations and production for middle-upper management. There is a goal to have a mix of large and small companies, as well as a variety of age and experience levels. All members must sign a confidential agreement.

Commitment: *Meeting Structure*

- 4 hours: 8:00am-12:00pm
- Midweek, bi-monthly, not including summer months (July & August).
- Attendance is taken
- After hours: meet up with members for more in-depth, 1-on-1 engagement with another member to develop deeper relationships.
- Introductions, 5 minute egg timer for updates, and introduction of Hot Topics
- Roundtable discussions regarding proposed Hot Topics
- Facility tours are encouraged
- Members cannot have a representative take their place if they are to miss a meeting.
- If there is a speaker that can be valuable to colleagues of members, their guest(s) should leave when the speaker is done presenting. Speaking guest(s) will be pending space and availability.
- BCFPA will provide a light snack (muffins, fruit) and coffee

Cost: \$899 per year. Not included with BCFPA Membership. BCFPA Membership must remain active during the course of the year.

Accountability: The Operations Roundtable shall provide a short Annual Report to the BCFPA Board of Directors in March of each year.

I VERIFY I HAVE READ AND UNDERSTAND THE OPERATIONS ROUNDTABLE PARTICIPATION AGREEMENT:

NAME: _____

SIGNATURE: _____

COMPANY: _____

DATE: _____