

OUR COMMITMENT TO YOU

It is with great pleasure and excitement that we welcome you to C12 North Texas! We value your membership in C12 and look forward to assisting you in growing in your walk with Christ and in your business leadership.

Results matter. As a C12 member, this is a statement you will hear frequently. It applies to each chair as much as it does to each member. Our promise to you makes us accountable to you even as we hold you accountable.

C12 PROMISE

"To be an example of all we promote and to be accountable to our members."

Your C12 Chair is dedicated to providing you encouragement, accountability and focus to grow in your leadership role. We commit to be fully present and consistently prepared for high quality support for you. We will regularly ask you for feedback to understand how we are doing and where we can improve.

C12 CHAIRS



Tom Hawes
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Joe Galindo
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Tom O'Dwyer
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Mike Gullatt
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Kevin Pate
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FORUMS IN NORTH TEXAS

You are part of a larger community than just your new forum. Here are the other business forums that are presently meeting in North Texas. You will have the opportunity through visits to other forums, social events and our annual banquet to meet many members throughout the area.

Forum Name	Chair	Day of Month	Location
C12: Addison	Joe Galindo	Third Thursday	Gleneagles Country Club
C12: Allen	Tom Hawes	Third Wednesday	Marriott Allen Hotel & Convention Center
C12: Bent Tree	Joe Galindo	Third Wednesday	Gleneagles Country Club
C12: Carrollton	Joe Galindo	Third Friday	Babe's Corporate Headquarters
C12: Collin	Tom Hawes	Third Friday	Marriott Allen Hotel & Convention Center
C12: Frisco	Mike Gullatt	Fourth Wednesday	Stonebriar Country Club
C12: Northwood Country Club (Thursday)	Tom O'Dwyer	Third Thursday	Northwood Country Club
C12: Northwood Country Club (Wednesday)	Tom O'Dwyer	Third Wednesday	Northwood Country Club
C12: Richardson	Tom Hawes	Second Friday	Canyon Creek Country Club
C12: Rockwall	Kevin Pate	Second Tuesday	Rockwall Hilton Lakeside
C12: Stonebriar	Mike Gullatt	Third Tuesday	Stonebriar Country Club
Key Players: Allen	Tom Hawes	Second Thursday	Marriott Allen Hotel & Convention Center
Key Players: Canyon Creek	Mike Gullatt	Second Monday	Canyon Creek Country Club
Key Players: Lookout	Mike Gullatt	Second Wednesday	Canyon Creek Country Club
Key Players: Northwood Country Club	Tom O'Dwyer	Second Thursday	Northwood Country Club
Key Players: Richardson	Mike Gullatt	Third Monday	Canyon Creek Country Club

EXPECTATIONS OF EVERY MEMBER

"You only get out of something what you put into it." This is true in just about every endeavor we set out on, including your role as a C12 or Key Player Member.

Each C12 Chair takes their role and the purpose of C12 very seriously. We hope, as a C12 member, you do as well. This is the only way you will experience the multiple benefits of C12 available to you.

Our expectations of you includes:

- Making your attendance at each business forum meeting a priority.
- Reviewing curriculum materials prior to each business forum meeting.
- Setting aside all distractions, such as your cell phone, during your monthly business forum meeting and FOCUS60 meeting.
- Praying prior to each business forum meeting and FOCUS60 meeting to allow God to grow and stretch you.
- Encouraging and supporting the members of your business forum through accountability, communication and prayer.
- Be open, honest and respectful during your business forum meeting and FOCUS60 meeting.
- Have a teachable, humble spirit during your business forum meeting and your FOCUS60 meeting.
- Be committed to putting into action what you learn as a C12 member.
- We do not solicit each other for business.

BILLING PROCESS

Here are the financial details you need to know as you begin with C12.

BILLING FREQUENCY Unless other arrangements are made, members are billed monthly. (We can bill you quarterly or annually if that is more convenient for you.)

TIMING Invoices are sent on the first day of each month. The billed amount covers that month. For example, a bill sent on October 1st covers the services received in October.

RECIPIENTS Please give us the email addresses of whomever should receive the invoice. Our default is to send the invoice to the C12 member's email address.

DUE DATE Our invoices are sent with Net 15 terms. That is, we like to receive payment by the fifteenth of each month. (This helps us pay our bills!) When a payment is more than 5 days overdue, you will begin receiving reminders.

PAYMENT METHODS There are two preferred payment methods. Checks may be sent to the address below. Also, within each invoice, there is an ACH option. Many members find that setting up a recurring bill pay with their bank automates and simplifies their payments. We can also create a recurring ACH transaction with your authorization.

PAYEE Please make checks payable to the "JTHawes Consulting" (dba C12 North Texas). We will furnish a W-9 at your request.

ADDRESS

C12 North Texas
818 Sycamore Creek
Allen, TX 75002

EXCEPTIONS Occasionally a payment must be delayed. If that is ever true for you, we ask that you proactively contact your C12 Chair.

RATE CHANGES We never change a member's billing rate in their first twelve months of membership. After that period and usually at the beginning of a calendar year, we may make adjustments. We will notify you whenever this occurs.

YOUR NORTH TEXAS COMMUNITY

The diversity and variety of companies and industries the C12 North Texas provide a rich and vibrant experience for you as a C12 member. Here are a few members.



YOUR FIRST MONTH

Here are some things that we will work to accomplish with you in your first month with C12.

C12APP This is our member portal that contains a directory, a place for tracking to-do commitments and a repository for a wealth of reference material. We will send you an invitation to create your account.

RIGHTNOW MEDIA @ WORK You will receive a free personal membership to the RightNow Media @ Work service where you will find thousands of instructional videos.

CORE BUSINESS PRESENTATION We will explain the core presentation process and format to you and tentatively schedule your first presentation.

MONTHLY RHYTHM We will describe the rhythm of monthly meetings and communications that you can expect.

FOCUS60 SCHEDULING For C12 members we will schedule FOCUS60 meetings, or 1-on-1 meetings. If you prefer, we can select a regular time and date for these meetings. Alternatively, we can schedule the next one each time we meet in the group setting.

CONTENT REVIEW We will review all the material that you receive in your new member package delivered by your C12 Chair. This includes your member notebook and accompanying books.

KEY PLAYER SUCCESS FACTORS

REMEMBER THE PURPOSE There are three common and key purposes for your participation in C12.

- To create alignment with the CEO/Owner who is a C12 member.
- To help in the dissemination and implementation of pertinent ideas for the business.
- To develop the KP as a leader within the company and their functional organization.

METHODS Take advantage of the format and process that we have tested for almost three decades.

- The peer group format is meant to drive meaningful conversations about the content to improve understanding and drive personal applications.
- The peer group setting is also designed to foster personal connections among the members.
- The accountability element is designed to be a positive stimulant for leaders that want to grow and solve problems.
- The core business presentation is designed to let the KP spend focused problem-solving time on their area of the business to get useful input from their peers.

10 HEALTHY HABITS Here is a list of habits that result in getting the greatest value possible from your time in the Key Player Group.

1. Attend the full meetings regularly. If you must miss, contact your chair about visiting another group.
2. Regularly debrief (monthly) with your C12 member about lessons and applications.
3. Participate meaningfully in group discussions to learn from and help other members.
4. Develop impactful and challenging to-do's each month.
5. Approach your core business presentation expecting to get valuable feedback from your peers.
6. Regularly ask your chair and your peer group for meaningful applications of the content.
7. Be curious about the content and its possible application for both the company and your functional department.
8. Commit to your leadership growth so that you can be more valuable to your company.
9. Bring problems and issues to the group to help you do effective problem solving.
10. Intentionally seek ways to help others in the group achieve their goals.

FREQUENTLY ASKED QUESTIONS

WHAT IF I HAVE TO MISS MY REGULAR FORUM MEETING?

We know this is unavoidable occasionally. Simply contact your chair to what other options you have that month to attend another group. You will be enriched to experience a different group.

WHAT WILL WE TALK ABOUT DURING MY FOCUS60 ONE-ON-ONE MEETINGS?

(For C12 Members) In the beginning we will focus on getting to know each other. Your chair will explain the basics of C12 and familiarize you with the processes and tools. Then, you will begin setting the agenda for each meeting based on what is most important to you.

HOW DO I DECIDE WHAT TO PUT IN MY TO-DO'S?

Accountability is a big part of C12. When we ask to be held accountable for something important, we are enlisting the help of our peers to help us improve. So, for your to-do's, pick things that are important for you to change, to start or to stop. The topic can be personal, spiritual or business. Make them challenging so that you are aiming high for what is most critical to you.

HOW DO I ESTABLISH RELATIONSHIPS IN THE FORUM?

Relationships are essential for the best C12 experience. Here are some ideas to make them successful. First, engage members in the meeting by asking questions about their work, responding to their presentations and showing an interest in their development. Second, connect outside of the forum meeting. It is wonderful to get to know each other better that way.