



# Family-Owned Business Council

## Member Volunteer Commitment

### SBAM's Volunteer Program Mission

SBAM's Member Volunteer Program is dedicated to fostering deep, meaningful engagement by empowering members with opportunities to contribute, lead, and make an impact. Through participation, members play a vital role in shaping SBAM's future - serving as expert advisors, content providers, grassroots activists, and media advocates. By building an inclusive and active network, we strengthen our mission, elevate voices, and drive lasting change for small businesses.

### Volunteer Program: Family-Owned Business Council Overview

This council operates as a dedicated subgroup within SBAM's volunteer program, supporting its mission and objectives. The council serves as a collaborative group of individuals tasked with supporting the success and sustainability of family-owned businesses by addressing generational transition, governance, and business continuity challenges.

### Council Roles

- Chairperson (three-year term)
- SBAM Staff Liaison
- 9 - 11 volunteers

### Primary Responsibilities

- Make formal recommendations to the SBAM Board and Staff
- Advise on the Leadership Council events
- Provide resources for succession planning, leadership transitions, and maintaining company culture across generations.
- Provide legal and financial guidance tailored to family businesses, including estate planning and business structure optimization.
- Enable peer networking to share experiences and sustainability strategies.
- Advocate for policies that recognize and support the unique needs of family-owned enterprises.

### Rules of Engagement

- Engage in discussions, contribute ideas, and participate in decision making.
- Advocate for policies, programs, or initiatives aligned with the council's mission.
- Work collaboratively with fellow council members and staff liaisons maintaining open, respectful, and constructive communication.
- Share updates and insights with relevant stakeholders and the broader community.
- Follow through on assigned tasks and commitments between meetings.
- Commitment to attending 75% of the scheduled meetings.
- One-year term, renewable annually

### Meetings

- Regular meetings will take place quarterly and will be conducted virtually.
- Additional meetings may be scheduled during the year to manage special projects or address unexpected issues.
- An agenda will be distributed before each meeting, and minutes will be recorded and shared afterward.