

Double Overtime

EONY Forum Constitution

Updated: 1/27/2023

ARTICLE I: NAME

Double Overtime

ARTICLE II: PURPOSE

Double Overtime is a group of business focused entrepreneurs dedicated to growth and excellence across all areas of our lives, including: business, family, health, community and self. We are ambitious, we are quick to take action, we dream big and we hold a clear vision for a beautiful future. We seek to continually grow in our emotions, our intellect, our wisdom and experience, and our health. To support this dedication to excellence and pursuit of growth, we agree to hold the following Values found in Article IV fundamental and essential to our membership and commitment to one another.

ARTICLE III: ORIGIN

Our Forum originated as part of the New York City chapter of Entrepreneurs' Organization. It was originally formed in the summer of 2017, with eight members, and had its first meeting on the second Tuesday of September, 2017. As the group's desires and interests evolved, six members spun out to form Double Overtime on an overnight retreat in Louisville, KY in June 2021. Our Forum is headquartered in New York City but may include outstanding EO members from other chapters.

ARTICLE IV: VALUES

- **Respect and Empathy:**
 - We commit to respecting each individual's beliefs and values in life.
 - We commit to empathizing with the experiences and decisions of our members. We never judge.
- **Preparation and Commitment:**
 - We commit to fully preparing for each of our meetings. Presentations are meaningful and well prepared. Monthly reflections are done well in advance of each of our meetings. Our preparation translates to our commitment to one another.
 - We commit our full energy to the Forum's lofty expectations and high standards of participation, acknowledging its utmost importance in our lives.
- **Contribution:**
 - We contribute and engage with one another from a place of peace, love and compassion.
 - We put the needs of the organization above our own and celebrate the successes of each of the members as our own.
 - We contribute at the deepest levels of business, personal and family to allow ourselves and each other to reach new levels of awareness, connection and ultimately, success.
 - We actively seek to outdo ourselves in our contribution to the organization, and specifically to the short and longer term goals and successes of each of the members.
- **Accountability, Responsibility and Leadership:**
 - We are honest and authentic in all of our actions, including in our communication to one another.

- We commit to remain accountable for our actions and maintain responsibility. We are leaders in all respects.
- We hold personal responsibility at the utmost levels, maintaining the highest levels of integrity in our personal, family and business matters.

- **Adventure and Joy Seeking:**

- We believe that life is an adventure and we seek to fully pursue the beautiful experiences of life not for pleasure, but rather because we recognize the gift and blessing of life.
- We enjoy all the beautiful experiences of the modern man or woman including: sport, music, art and romance.

ARTICLE V: FORUM YEAR

July 1st - June 30th

ARTICLE VI: MEETINGS

1. We will hold 12 meetings per year (includes 1 full retreat, 1 mini-retreat (one-night), and 2 one-day meetings)
2. Our meetings will start at 2pm.
3. Our meetings will run approximately 4 hours.
4. Dinners are afterwards and highly encouraged.
5. Our meetings will be held on the 2nd Tuesday of every month.
6. Any member who wants to change a meeting date that was previously confirmed, it is that member's responsibility to coordinate with everyone. If the member can't get agreement to change the date, that member will have to take a miss. Doodle.com will be used to coordinate the calendar.
7. There are to be no mind altering substances consumed before or during a Forum meeting unless part of a special Forum event.
8. Dope Value and Goals will be prefilled on Airtable before the start of each meeting.
9. Virtual meetings will be held 2X per year and replace the in-person forum meeting

ARTICLE VII: FULL RETREATS

1. The shortest retreat is 3 days.
2. The minimum/maximum budget for the retreat will be determined by either the average or lowest amount agreed by all members at a meeting or Forum dinner.
3. Retreat fees must be paid 30 days prior to the retreat.
4. The Retreat Planner is in charge of coordinating the retreat planning.
5. While planning or setting KPIs for the retreat, ask what feeling do you want to leave the retreat with
6. Exercises / Workshopping is required. Proper planning is required in advance to formulate what exercise activity is utilized (based on the forum health survey and what is needed in the group for that moment in time). Potentially have the Forum complete a Forum Health Survey before the retreat to help determine agenda, exercises, etc.
7. Retreat Design should be intentional. 1/3 lifetime experience, 1/3 work on forum (workshop/exercise), and 1/3 divided by half unstructured together time and half unstructured personal time, leaving time for Mind, Body, Soul.
8. Retreat preference for accommodations in a house, b&b, or similar place where everyone stays together... as opposed to staying in a hotel. This is where the forum stays together to share "ugly morning time" and late night time

and maximizes bonding time. Alternative is that some forum members are in a hotel suite that will be the gathering place for the forum, and additional rooms are nearby.

9. Retreat planner gets best room or 1st choice room
10. Good things come from spending money on experiences. Everyone buys into the rich experience and healthy budget to have those EPIC experiences together.
11. Agenda disclosed and shared with forum members 7+ days in advance of the retreat

ARTICLE VIII: EMERGENCY MEETINGS

1. Attendance if possible, not mandatory.
2. Any member can call for an emergency meeting.

ARTICLE IX: FINES/PENALTIES

1. The fine for showing up late to a meeting is \$50.
2. Late for a meeting is defined as anything over 1 second from the start time.
3. The fine for leaving the Forum meeting early is \$50.
4. 2 Late arrivals/departures equals 1 miss.
5. The fine for a cell phone interruption during the meeting is \$20.
6. Each member is allowed to miss 2 meetings per year. On the 3rd miss the member is put into suspension and removed from the Forum for 90 days (or 3 meetings), after which a Unanimous vote will determine if the member is allowed to come back into the Forum.
7. No member is allowed to miss a full retreat. If a member misses a retreat, that member will be put into suspension as outlined above.
8. Missing a mini-retreat is considered the same as a full retreat. If a member misses a mini-retreat, that member will be put into suspension as outlined above.
9. All late fines must be paid prior to the following Forum meeting.
10. All fines are to be paid to the Treasurer.

ARTICLE X: FORUM FINANCIALS

1. The Treasurer will report financial info to the Forum every quarter, by the 15th day of the next quarter.
2. Paying for dinners will be handled by the Treasurer.
3. The Forum agrees to pay \$250 per person per quarter (or sooner if needed) into the group pool.

ARTICLE XI: CONSTITUTION

1. The Forum group will review the constitution annually at the overnight retreat.
2. New members will review this Constitution at or before their first meeting to learn and accept its content.
3. A 2/3rds vote is required to modify the constitution at an overnight retreat.
4. The removal of a member requires a 2/3rds vote excluding the member in question.

5. This Constitution can be changed at any time, with unanimous Forum consent.

ARTICLE XII: NEW MEMBERS

1. All prospective new members must be voted in with at 100% approval of all members.
2. Prospective members must speak with moderator before visiting the group at a Forum meeting to establish that there is no business conflict with an existing member.
3. Prospective members must attend a meeting and present themselves to the group for an interview. This interview can happen as a group or individually with each member.
- 3a. All members must meet in person or virtually to discuss the new members eligibility/ candidacy as a future member.
- 3b. Following a group discussion, a formal vote must be taken with all members present for the vote.
4. The moderator will inform the prospect within 48 hours of the group's decision.

ARTICLE XIII: DEPARTING

1. Members resigning are expected to provide 1 month notification.
2. Members resigning are expected to provide an exit presentation.
3. Departing members forfeit any fees/fines/retreat expenses pre-paid to the Forum.

ARTICLE XIV: ADDITIONAL NOTES

1. You must be a member of EO, YPO, or pay "Annual Dues" to Double Overtime to participate in the Forum. Double Overtime "Annual Dues" will be decided by vote prior to the EO/YPO calendar year and will be no more than EO or YPO dues, herein referred to as "Maximum Annual Dues".
 - 1a. Any new Double Overtime member must pay EO, YPO or the Maximum Annual Double Overtime Dues.
 2. 100% participation in the Double overtime Quarterly Forum Health Survey is required.
 3. In the event that a member of Double Overtime has been active in the Forum for greater than a period of two years, and wishes to pay Double Overtime Annual Dues, in lieu of EO or YPO annual fees, said member(s) shall propose the amount of Annual Dues he/she wishes to pay to Double Overtime. Proposed Annual dues will then be decided by vote of all Double Overtime members and will require 100% approval of members. At any time, a Forum member may elect to pay the "Maximum Annual Dues" to Double Overtime to maintain membership and avoid such a vote. In the event that multiple members propose Double Overtime Annual Dues in a given year, the lowest Annual Dues proposal will be brought to vote.
4. If a conflict arises between two members, the process of conflict resolution will be first handled offline between the members with the support of the Moderator or Forum Chair. If the issue persists, it is brought to the Forum for conversation. If a vote is needed for action, a 2/3rds vote excluding the members in question is required.
5. Any business dealings amongst Double Overtime Forum, above \$500, has to be made known to the Forum.
6. No romantic relationships are permitted among Forum members.
7. Anything not explicitly addressed in this constitution will be resolved by 2/3rds vote.
8. In the case of a tie in any vote, the moderator will break the deadlock.
9. Our ideal Forum size is 8.

ARTICLE XV: GESTALT LANGUAGE PROTOCOL

Gestalt Language Protocol, a discipline utilized to create a comfortable and safe environment, shall be in effect/practiced at all times during Forum meetings. Speak from your own experience rather than giving advice and use "I" not "you" statements. Attacking questions should not be asked. Rather, clarifying and thought-provoking questions should be asked, keeping the questions true to the subject. Don't "hide" advice as part of a question.

ARTICLE XVI: MEMBER EXPERIENCE & EXPECTATIONS

1. Each member is responsible for his/her own Forum experience: be the first to share; be proactive when you have a problem.
2. All members must provide means by which they can be reliably reached. Email is preferred, but telephone, fax, and other means are acceptable.

ARTICLE XVII: CONFIDENTIALITY

1. "Confidential Information" includes any matter discussed in any Forum meeting or information about what specifically took place in that Forum meeting. Confidential Information does not include publicly known information, or the names and occupation of Forum members, or the location of a retreat.
2. Confidential Information will not be shared outside of a Forum meeting with anyone at any time including spouses and significant others.
3. Confidential Information will only be shared through a unanimously agreed upon system of communication (e.g. Email, Dropbox, Google Docs, etc)
4. Confidential Information that is discussed in one Forum meeting may not be brought up in another meeting unless: (a) the person about whom the Confidential Information pertains is present, and (b) all attendees were present when the Confidential Information was shared.
5. Confidential Information that pertains to a specific individual will never be discussed other than in the presence of that individual.
6. Members who leave Forum are still bounded by the confidentiality agreement and vice versa.
7. Confidentiality violators will be brought up at the next meeting for a possible vote of removal.
8. A Confidentiality violator gets to plead their case to the Forum (1 hour maximum presentation).
9. Forum must vote to keep member, [unanimous excluding the members in question] vote required.

ARTICLE XVIII: ROLES FOR 2022 - 2023 EO YEAR

1. Moderator Adam Mahfouda

Key Deliverables:

- Full coordination of meeting, presentations
- Agenda Circulated 48 Hours before the meeting
- Highly positive forum experiences as measured in Quarterly feedback meeting
- Keep meeting on time and engaging
- Oversea/ Assist all roles with their own objectives & deliverables.

2. Time-Keeper Bryan Luoma

Key Deliverables:

- Meetings start and end on time.
- Find 10 more minutes in our agenda that can be saved and re-allocated to better use of time.

3. Recruiter/ Social Coordinator Bryan Luoma

Key Deliverables:

- Make good EO events more obvious for 2xOT members through sharing events in whatsapp that look interesting (browse and share)
- Identify & have 2xOT interview 5 possible candidate.

4. Content Shaman Sam Lundin

Key Deliverables:

- 5 Deeply engaging forum “exercises” planned throughout the year.
- Review parking lot, determine if any immediate/ impromptu presentations are necessary.

5. Treasurer Sam Lundin

Key Deliverables:

- Pay for dinners & non-retreat expenses and keep a log of expenses (preferably shared in airtable)

6. Keeper of the Scroll Chad Rubin

Key Deliverables:

- Transcribe and rank updates by importance and urgency during meetings.

7. External Educator Chad Rubin

Key Deliverables:

- 4 very interesting and educational speakers to visit virtually or in person at our forum.
- Maintain parking lot

8. Moderator-Elect Retta Abraham

Key Deliverables:

- Attend moderator training
- Ensure smooth transition of Moderator to Moderator elect.

9. Keeper of the Goals/ Growth Tracker/ Accountability Flagger → Retta Abraham

Key Deliverables:

- Report monthly in meeting on individual and group goals performance (Rank everyone)
- Flag and offer public support during our meeting based on goals completion data in airtable.
- Review report on overall life/ business milestone goals and progress (track if we are getting closer to our 5 & 10 year visions)

12. Full-Retreat Coordinator Kelly Faetanini

Key Deliverables:

- Plan and coordinate a full 5 day retreat.

13. 1-Day Retreat Coordinator Greg Bovitz

Key Deliverables:

- 2 One Day Retreats

Amendment 1

This amendment, written on January 26th, 2023, allows members more flexibility with attending meetings in person. If it is not unanimously voted to keep the amendment one year from now, it will no longer be valid and the original terms of the constitution will be restored.

ARTICLE VI: MEETINGS

1. We will hold 12 meetings per year (includes 1 full retreat, 2 One-day Meetings, 4 In Person Meetings, 3 Optional-Virtual meetings and 2 Virtual Meetings).
2. Our meetings will start at 2pm.
3. Our meetings will run approximately 4 hours.
4. Dinners are afterwards and highly encouraged.
5. Our meetings will be held on the 2nd Tuesday of every month.
- 5a. All meeting dates and type (Virtual, Optional Virtual, In-Person, One-day, Retreat) will be determined at the beginning of a new EO calendar year.**
6. Any member who wants to change a meeting date that was previously confirmed, it is that member's responsibility to coordinate with everyone. If the member can't get agreement to change the date, that member will have to take a miss. Doodle.com will be used to coordinate the calendar.
7. There are to be no mind altering substances consumed before or during a Forum meeting unless part of a special Forum event.
8. Dope Value and Goals will be prefilled on Airtable before the start of each meeting.
9. Virtual meetings will be held 2X per year and replace the in-person forum meeting
10. Optional Virtual meetings will be held 3x per year. It is highly encouraged for members to attend optional virtual meetings in person, however if a conflict arises where members are not in the New York City area, members are permitted to attend virtually. Dinners will be planned and scheduled after optional virtual meeting and highly encouraged to attend.
11. Two one-day meetings will run approximately 8 hours and will be followed by a mandatory scheduled dinner.

We the Members of the Double Overtime Forum, hereby agree to uphold this Constitution at all times, by signing below, effective as of January 27th, 2023



Retta Abraham



Kelly Faetanini



Greg Bovitz



Sam Lundin



Bryan Luoma



Adam Mahfouda



Chad Rubin



Joseph Sommer

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Status	● Signed

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SENT

01 / 27 / 2023

18:57:14 UTC

Sent for signature to Adam Mahfouda (adam@opgny.com), Bryan Luoma (bryan@cadsourcing.com), Kelly Faetanini (kf@kellyfaetanini.com), Sam Lundin (sam@vimbly.com), Retta Abraham (retta.abraham1@gmail.com), Greg Bovitz (gbovitz@bovitzinc.com), Chad Rubin (rubin.chad@gmail.com) and Joseph Sommers (joseph@whitestonebranding.com) from adam@opgny.com
IP: 100.33.126.115



VIEWED

01 / 27 / 2023

18:57:34 UTC

Viewed by Adam Mahfouda (adam@opgny.com)
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SIGNED

01 / 27 / 2023

18:57:51 UTC

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VIEWED

01 / 27 / 2023

20:56:54 UTC

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The document has been completed.