

Guidelines for DASC Circle Groups:

- Each group shall have a liaison with the board through the Director of Membership. If a board member is part of the circle group, she can be the liaison for her local group. The liaison's function is to ensure reciprocal support between DASC members and the Board of Directors.
 - To maintain our Not for Profit status, the circle group may not be developed as a profit-making entity.
 - Everyone is welcome to attend a circle group -- doulas, midwives, etc. All non-DASC members are to be given a membership packet to learn of the many benefits of DASC & to encourage membership.
 - The board will supply sign-in sheets, and circle hostesses are asked to fill out one for each circle meeting and to send it to the DASC Secretary. Guests (non-DASC members) will be contacted by the Director of Membership and will be encouraged to join DASC. This will also serve as a way to be sure that memberships are kept to date.
 - Circle groups are requested to consider DASC programs/events when planning their own local community outreach/events so members may plan accordingly. Any local events planned by the circle group should not be scheduled within 2 weeks of a scheduled DASC program or event.
 - If a referral program or referral phone line develops out of a circle group, the same guidelines will be followed as that of DASC's referral list. All referral members must be DASC members and, therefore, have agreed to abide by the DASC Standards of Practice and Code of Ethics.
 - The primary purpose of a circle group is to offer networking and support at the local level. While some groups may decide to form a local referral service, it must be completely optional for members to participate. Therefore, to adhere to the primary purpose of circle meetings, please conduct referral service business separately from the circle meeting. Announcements pertaining to the referral service should not be made on the main DASC yahoo groups list. Informal get-togethers are also encouraged, however refrain from calling them "circle meetings".
 - Established meetings, please check the DASC website, you are discouraged from setting a meeting day on a day where one is your local area is being held. If you are planning to start another circle meeting in an area that already has a leader, please discuss this with the current leader and work together.
 - Out of respect for our current circle leaders and their hard work to startup and maintain meetings, do not discredit their efforts by soliciting new meeting leaders at their meeting.
 - Please list your event on the DASC calendar at www.dascdoulas.org.
- DASC will provide for each Circle Group: The leader must be a member in good standing, with membership for at least six (6) months, and you agree to hold them on a consistent basis and in a safe location (places of worship are discouraged) for all members. Whenever possible at least one current Board Member will be present for each Circle Meeting.
- Brochures/flyers for local events with a space for the local circle group member's names & contact numbers. Circle groups that have their own brochures should include DASC's name and web address on their brochures or flyers.
 - Blank brochures on which members of the circle can insert their personal contact information to distribute to local businesses, doctors, etc.
 - Up to \$30 reimbursement for meeting snacks and name tags for up to 6 meetings per year per circle. The circle leader will be given an expense report to fill out and include with receipts in order to receive reimbursement.
 - New member packets to sign up new DASC members.
 - Sign-in sheets to send to DASC.
 - Publicity for meetings in DASC newsletters and website.
 - Early notification (when possible) of upcoming programs/events/& marketing opportunities to assist with future meeting planning. Circle group leaders are welcome to contact the board to check on dates.
 - OVERALL, please maintain professionalism at all times, if you are asked a question pertaining to DASC and its operations and you are unsure of the correct answer, always defer to a current Board Member.