

TSID Chapter Establishment Policy

To Establish or Re-Establish A TSID Affiliate Chapter

- Five (5) or more TSID Regular (voting) members are needed to establish a Chapter.
- A letter of petition recognition as a Chapter should be submitted, with a copy of the Chapter's Constitution/By-Laws, to the TSID President. The names of the members establishing the Chapter must be listed in the petition.
- The TSID Parliamentarian is to review the Chapter's Constitution/By-Laws.
- Upon confirmation of compliance with the TSID Constitution/By-Laws, a motion is to be made to a Board meeting or general membership meeting, to accept the petition of affiliation. The Chapter is to be notified by the TSID President in writing upon confirmation of affiliation.
- At this time the Chapter is expected to comply with the TSID Constitution/By-Laws (Chapter Responsibilities to TSID). In event of non-compliance the chapter is to be notified by the TSID Parliamentarian regarding discrepancies.

To Dissolve a Chapter

- Sixty (60) days prior to dissolution:
 1. The Affiliate Chapter is to provide a document stating the Chapter's reason to dissolve. This document is to be sent to all chapter members and to the TSID President.
 2. The Chapter is to provide a current financial report, and membership list, including addresses, to TSID.
- After sixty (60) days: If no one has objected, then the TSID board will move to accept the dissolution of the Chapter.
- Upon Dissolution:
 1. TSID is to inform the members of that Chapter's dissolution.
 2. TSID is to hold monies of that Chapter for one year from the date of the dissolution, giving the Chapter time to re-establish.
 3. If the Chapter is not re-established within one year, the monies become part of TSID's general operating funds.

DOCUMENT HISTORY

- Established 09/1995
- Reviewed 10/1999
- Revised 10/2000