



Registered Nurses Association
of the Northwest Territories
and Nunavut

Page: 1 of 2

Board Policy

Policy Description: Chapters and Interest Groups

Policy Number: B6

Effective Date: September 21th, 2015

Signature: 

Review Date: September 2018

New Policy _____

Revision: Partial **X** Complete

Applies To: RNANT/NU members and members of the Board of Directors

Purpose: This policy outlines the requirements for chapters and interest groups of the Registered Nurses Association of the Northwest Territories and Nunavut. These requirements are in addition to those found in the RNANT/NU Bylaws.

Policy:

(1) Formation

- a) A chapter or member interest group formed by members of RNANT/NU shall advise the executive director of the RNANT/NU of its formation and its intent to be recognized as an RNANT/NU chapter of interest group. Initial telephone contact must be followed by a letter from the President or Chair of the chapter or member interest group to the Board of Directors. The letter should include a brief description of the intent/purpose of the group, its members, planned meeting structure, number of meetings per year and any planned activities if known per *RNANT/NU Chapter and Interest Group Guidelines*. Per Bylaw 7, chapters and interest groups may be formed for the purpose of promoting professional development.
- b) It is the decision of the Board of Directors to recognize/not recognize the group as a chapter or interest group of RNANT/NU.

(2) Membership

- a) Members of a chapter or interest group shall be active or associate members of the RNANT/NU as outlined in *RNANT/NU Chapter and Interest Group Guidelines*.
- b) A chapter or interest group shall designate a president/chairperson as a contact person.
- c) The president/chairperson of a chapter or member interest group shall be a member in good standing with RNANT/NU.

(3) Reporting Structure

- a) The president/chairperson of a chapter or interest group shall report to the Regional Representative of the RNANT/NU for the region where the president/chairperson is employed. If the president/chairperson lives in Yellowknife, the Chairperson may report to the Regional Representative of either NT North or NT South.
- b) A Regional Representative of the Board of Directors may be a president/chairperson of a chapter or interest group. If the chapter or interest group president/chairperson is also the Regional Representative of the RNANT/NU, he/she shall report directly to the Board of Directors.



- c) A chapter and interest group shall report annually to the Board of Directors. The report shall include a summary of activities. If RNANT/NU provides financial support to a chapter or interest group in a calendar year, the group shall provide a financial report per the *RNANT/NU Chapter and Interest Group Guidelines*.
- (4) Organization Development
- a) A chapter or member interest group may make its own bylaws.
- b) Chapters and interest groups may seek guidance from the Board of Directors and the Executive Director of the RNANT/NU regarding organization of a chapter or interest group.
- (5) Dissolution/Disaffiliation
- a) If a chapter or interest group chooses to dissolve, it shall contact the RNANT/NU office. The RNANT/NU office can advise the chapter or interest group regarding dissolution.
- b) If a chapter or interest group chooses to dissolve, any remaining money shall be donated to a charity as directed by the group's executive officers and must advise RNANT/NU in writing of wishes.
- c) Where the Board of Directors passes a motion to disaffiliate from a chapter or interest group, the last known president/chairperson of the group will be notified in writing of the reasons and decision.

Conditions and Exceptions:

Membership

- A chapter or member interest group may choose to have guests who are not members of the RNANT/NU but who attend meetings regularly or on occasion to promote the interests of the chapter or member interest group.

Authority and Accountability:

This policy is issued under the authority of the RNANT/NU Board of Directors and as governed by the Nursing Profession Act, Section 11(1) (d), (n) and the RNANT/NU Bylaws, Bylaw 7. The Board of Directors further has the authority to revise this Policy as required. The Executive Director is accountable to the Board of Directors and ultimately to the membership, for the implementation of this policy and may delegate any related administrative tasks.

History:

This policy replaces Policy B6, Chapters and Interest Groups that came into effect April 13, 2004.