

Chapter Relations Policy

Approved: September 2020

Purpose:

This policy describes the relationship between fmi*igf and the Chapters of fmi*igf.

Scope:

This policy applies to all fmi*igf Chapters, the fmi*igf National Board, and fmi*igf National Office.

Principles:

The relationship between Chapters, the National Board of Directors and National Office is a mutually beneficial and supportive working collaboration.

All parties recognize and value the contributions of volunteers to the success of fmi*igf.

Communication is open, collaborative, and respectful.

All parties work towards furthering the vision, mission and values of fmi*igf.

Chapters have autonomy over their operations, within the policies and guidelines of fmi*igf.

Process and Protocol:

- 1.1 The Chapter Advisory Council (CAC) is the regional advisory body that provides guidance, strategic and regional perspective to the Board.
- 1.2 The primary contact between Chapters and the Board is the applicable Regional Director.
- 1.3 The fmi*igf shall sanction chapters in Canada by a resolution approved by a majority of the members of the Board at a meeting where there is a quorum.
- 1.4 The modus of operation between a Chapter and the fmi*igf will be described in a Chapter Affiliation Agreement.
- 1.5 A Chapter in good standing with fmi*igf complies with the terms and conditions of a duly signed Chapter Affiliation Agreement.
- 1.6 A community wishing to form a new chapter of the fmi*igf shall work with the applicable Regional Director to assess the feasibility of the project, develop suitable by-laws and seek approval for establishment by the Board.

- 1.7 The fmi*igf may, after due negotiation and discussion, terminate its affiliation with any chapter that does not comply with and/or support the mandate and vision of the fmi*igf and its stated requirements in a Chapter Affiliation Agreement. Termination of affiliation shall be approved upon a resolution approved by a two-thirds (2/3) majority vote of the Board at a meeting where there is a quorum.
- 1.8 An fmi*igf chapter may terminate its affiliation with fmi*igf following a two-thirds (2/3) majority vote of their membership at a general meeting of members.
- 1.9 Chapters must pay an annual fee of \$500 to fmi*igf to maintain fmi*igf membership.
- 1.10 The annual fee for Chapters is due by September 30th. Any outstanding Chapter fees will be deducted from the yearly fmi*igf grants to Chapters no later than September 30th of each fiscal year.
- 1.11 The Chapter Development Fund Policy describes support provided by the Board to Chapters. As described in the Chapter Development Fund Policy, the annual fee may be offset by financial support provided under the Chapter Development Fund Policy.
- 1.12 Chapters will uphold the fundamental values and business practices fmi*igf's clients expect from fmi*igf Partners, including upholding fmi*igf Core Values, fostering respectful business environments, conducting ethical business practices, safeguarding privacy and confidentiality and making fmi*igf aware of any breach or possible breach of this Code as outlined in fmi*igf's Partner Code of Conduct.