



Midwestern Chapter International Society of Arboriculture



Chapter Governance Project and Program Policy

Before committing the Chapter to any activity, consideration must be given to the financial, legal, insurance, tax liability and accounting implications associated with such an obligation.

Unless the Board of Directors has previously approved applicable policies and procedures for a Chapter sponsored activity, it shall be the policy of the Board of Directors of the Midwestern Chapter – International Society of Arboriculture that any member wishing to administer (sponsor) said activity shall follow the protocol stated below.

For purposes of this protocol the following definitions shall apply to any activity:

Program = An ongoing commitment by the Chapter to periodically sponsor an activity.

Project = A one-time commitment by the Chapter to sponsor an activity a single time only.

1. The activity sponsor shall provide a detailed, written proposal (including a tentative budget) to the Chapter President.
2. The Chapter President shall distribute said proposal to all impacted parties.
3. Impacted parties will be given sufficient time to review the proposal and provide comments and concerns via e-mail and/or phone communications.
4. Upon completion of step 3, above, the sponsor shall receive feedback from all impacted parties.
5. The activity sponsor will make a formal presentation to the Board of Directors either electronically, by telephone or at a meeting of the Board.
6. The Board will take formal action on the proposal.

Member States

IOWA KANSAS MISSOURI NEBRASKA NORTH DAKOTA OKLAHOMA SOUTH DAKOTA