

Chapter Creation/Dissolution

Purpose

1. Chapters are integral components of states and ENA.

Policy

1. Chapter Creation

- a. Each chapter shall be chartered by the board of directors and shall actively support the purpose and objectives of ENA.
- b. Each chapter shall function within the framework of ENA and KENA to coordinate and to implement ENA and KENA activities at the chapter level.

2. Chapter Dissolution

- a. A chapter within the KENA may be dissolved for any one of the following reasons:
 - i. Failure to abide by the National ENA Bylaws and Procedures or the KENA Bylaws.
 - ii. Failure to have representation at the State Council Meetings for longer than 12 months.
 - iii. Failure to submit a Chapter Report to the ENA for a term longer than 12 months.
 - iv. Failure to comply with financial tax requirements.
 - v. Failure to maintain state treasurer on chapter accounts.

Operational Procedures

1. Chapter Creation

- a. Chapter membership shall be obtained when an individual joins ENA.
- b. Each chapter has the responsibility to provide representation for active participation at the state level.
- c. Each chapter shall receive an annual allocation for each chapter member.

2. Chapter Dissolution

- a. KENA will vote to begin the Dissolution of a Chapter process.
- b. The KENA president will make attempt to contact the last known chapter president.
- c. KENA will draft and send a certified letter to each member in the chapter in question giving them no less than 45 days to respond to attend a State Council Meeting, and protest dissolving the chapter.
- d. If no member responds within the time allotted, the KENA will notify national ENA of the dissolution of the chapter.



EMERGENCY NURSES ASSOCIATION

Kansas State Council

- e. The members of the dissolved chapter will be sent a letter containing their new chapter, Chapter President and contact information.

Adopted: 10-12-12

Revised:

Reviewed: