

CHARTER

BRITISH COLUMBIA CHAPTER INTERNATIONAL ASSOCIATION FOR PUBLIC PARTICIPATION (BC Chapter IAP2)

(Approved by IAP2 Board & BC Chapter Members)



Name

The chapter shall be known as the British Columbia Chapter of the International Association for Public Participation (BC Chapter IAP2).

Purposes

1. Improve the quality and professionalism of people in the public participation field;
2. Promote and encourage the exchange of information about public participation;
3. Hold meetings, conferences, seminars, and other sessions concerning the practice of public participation;
4. Publish newsletters, reports, monographs, journals or books concerning the practice of public participation; and
5. Encourage the growth and development of the public participation field.

Geographical Scope

The Chapter will encompass, primarily operate within, and be physically based in the province of British Columbia (BC), Canada.

Relationship to IAP2

The BC Chapter is a chapter of IAP2 and is not a separate legal entity. IAP2 is a corporation established under the laws of the State of Colorado, USA. As such, the BC Chapter operates within the legal parameters of IAP2 as set out in its incorporating statute, other US laws that apply to IAP2, IAP2's constitution and bylaws, and IAP2's policies and procedures.

Operation within the Laws of Canada and BC

Notwithstanding this relationship to IAP2, the BC Chapter is subject to and is required to operate within and abide by applicable Canadian federal and BC provincial laws and regulations at all times. If there is a conflict between US and Canadian or BC law in relation to the BC Chapter, Canadian and or BC law will prevail.

Protection of IAP2's US Non-Profit Status

IAP2 is a non-profit organization under Section 501(c)(3) of the United States Internal Revenue Service Code. As a Chapter of IAP2, the BC Chapter is prohibited from engaging in any activity that may endanger IAP2's non-profit status, is required to set up and maintain records as required by IAP2, and to provide IAP2 with the Section 501(c)(3) related information it requires as follows:

1. The chapter will not engage in lobbying on behalf of any legislation, nor support any candidate or political party.
2. The chapter will establish standard accounting and financial management procedures, verifiable by audit, to ensure the proper management of all moneys.
3. The chapter will provide IAP2 with an annual accounting of all funds expended.
4. The chapter will ensure that the moneys of the chapter do not go to the benefit of any individual or profit-making organization. This does not prevent the chapter from paying for the services of any individuals, including members; however, the chapter shall establish procedures to ensure that services are retained openly and competitively.

Membership

All IAP2 members in good standing whose membership address lies within the province of BC are automatically members of the Chapter.

IAP2 members whose membership address is outside of BC who wish to be a member of the BC Chapter may do so by applying to IAP2.

An IAP2 member in good standing is defined as a member who meets the conditions of membership as set by IAP2.

The BC Chapter is able to establish additional policies and procedures governing membership in the chapter.

Membership Database, Access, and Use

IAP2 will send the BC Chapter regular chapter member updates in Excel spreadsheet form for use by the chapter in contacting its members for chapter purposes.

IAP2 will maintain an up-to-date, on-line searchable member database accessible to the BC Chapter in the members' only section of the IAP2 website.

The database will identify which IAP2 members are members of the BC Chapter, and include and make accessible at minimum their name, position, organization, mailing address, and e-mail address.

The BC Chapter is able to use the on-line database to make contact with its members in the conduct of its activities, in accordance with IAP2's database user policies.

Membership Stipends and Dues

The BC Chapter is entitled to apply to IAP2 for an annual per BC Chapter member stipend to assist in the operation of the Chapter, as set and determined by the IAP2 board.

The BC Chapter is able to establish separate and additional dues and fees for its members.

Revenue Retention

The revenue that the BC Chapter currently has in its bank account, generates from its activities, and receives as an annual per BC Chapter member stipend will be retained by the Chapter to further its purposes.

Retained is defined as to keep or continue to keep in one's possession, to have ownership over.

Operation as a Chapter

If the BC Chapter decides to cease to operate and provides written notice of this decision to IAP2, or fails to meet its compliance requirements to IAP2, then its money and assets will revert to IAP2 once all outstanding debts and liabilities are addressed.

Change to the Structure of IAP2

If IAP2 changes its organizational structure, the BC Chapter in whatever new form it takes will retain the money it currently has in its bank account, generates from its activities, and receives as an annual per BC Chapter member stipend to further its purposes.

Officers

The chapter will be managed by Officers elected by the chapter members. The Officers will act as a group and be known as the Executive Committee. The chapter will set out the election process, the number of positions, titles, terms, responsibilities and operating parameters of the Officers.

The chapter will ensure IAP2 has an up-to-date list of all BC Chapter Officers at all times.

Annual Meeting

The chapter will hold an annual member meeting to elect/install Officers as required, provide an annual accounting of the activities and finances of the chapter over the past year, and conduct other business important to the members.

Record Keeping and Access to Information

The BC Chapter will keep appropriate records for all Chapter activities, meetings, and finances, and ensure that such information is accessible to Chapter members and IAP2.

Operating Policies and Procedures

The chapter is able to establish other internal operating policies and procedures to further its purposes.

Annual IAP2 Chapter Return

The chapter will submit an annual IAP2 Chapter Return to IAP2 in the form, by the date, and as required by IAP2 to meet IAP2's reporting requirements as a non-profit organization under Section 501(c)(3) of the United States Internal Revenue Service Code..

Chapter Liaison to IAP2

The chapter will choose a Chapter Liaison to IAP2 and an alternate from its Officers, and will ensure IAP2 knows who the Liaison and alternate are at all times.

The Chapter Liaison will be the main point of contact between the IAP2 Board and the chapter and vice versa, and will participate in IAP2 Chapter Liaison activities and events.

IAP2 Training

The BC Chapter is able to provide or host IAP2 training within the province of BC, and has access to the IAP2 trainers, training materials, and IAP2 organizational support in this regard. Anyone organizing IAP2 training within the province of BC as a courtesy will notify the BC Chapter and potentially reach agreement on the respective roles, responsibilities, mutual expectations of, and benefits to the trainer(s) and the BC Chapter.

IAP2 Logo, Trademarks, and Copyrighted Material

The BC Chapter is able to use the IAP2 logo, its trademarks, and copyrighted material in the conduct of its activities.

Chapter Webpage

IAP2 will provide the BC Chapter with a page on its website in its Chapter and Affiliates section, and administrative access to the BC Chapter to input and maintain up-to-date information on the BC Chapter. The information provided on the BC Chapter webpage is required to meet and reflect IAP2 website policies. It will be the chapter’s responsibility to update the information on the chapter webpage.

Disputes Arising from this Charter

The IAP2 Board and the BC Chapter will establish a joint committee of BC Chapter and other IAP2 members with terms of reference established by the BC Chapter Executive Committee and the IAP2 Board to address and resolve any disputes arising between IAP2 and the BC Chapter in relation to the charter.

If resolution is not possible in either instance, the parties may enlist the services of a mutually agreed upon mediator; and if this is not successful, to enlist the services of a mutually agreed upon arbitrator.

Annual Review of the Charter

The Charter will be reviewed annually by the BC Chapter and the IAP2 Board using a mutually agreed to review process.

Changes to the Charter

Any changes to the Charter must be approved by majority vote of the BC Chapter Members and by the IAP2 Board.

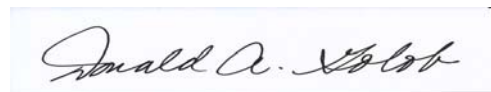
Adoption of the Charter

This charter was accepted and approved by:

Majority vote of the members of the BC Chapter on March 31, 2010

Donald Golob, President

Name of BC Chapter Representative



Signature

The IAP2 Board on February 24, 2010

Name of IAP2 Board Representative

**Desley Renton
President IAP2**

Signature

