

# **INTERNATIONAL SOCIETY FOR KNOWLEDGE ORGANIZATION (ISKO)**

Headquarters: Toronto, Canada

## **GENERAL BYLAWS FOR REGIONAL CHAPTERS**

*Preliminary Remark:* All Chapters shall be bound by the ISKO By-Laws, and all by-laws, policies, rules, and regulations of the Society as determined by the ISKO Board of Directors. A Chapter shall adopt by-laws, policies, rules, and regulations that are not inconsistent with the by-laws, policies, rules, and regulations of the Society. These general bylaws shall apply to Regional Chapters of ISKO.

### **1. What is a Regional Chapter?**

A Regional Chapter is established within a well-defined geographical region, engages in activities, and holds events within this region. Chapter members may reside in other regions.

### **2. Purpose of a Regional Chapter**

A Regional Chapter has the purpose of promoting the interests of ISKO as well as its program in a specific region, establishing professional activities for participation by its members, recruitment, and retentions of Chapter members, and enabling the members to cooperate more directly and intensively.

### **3. Formation of Regional Chapters**

ISKO Bylaws, Article 10. In a region where there is no Chapter yet, a Regional Chapter can be formed when at least seven (7) members domiciling in that region submit to the ISKO Board a written pertinent request signed by these members concerned and accompanied by a draft by-law for this Regional Chapter, which shall contain the minimum requirements set in ISKO Bylaws Appendix C. If the request and the draft by-law are accepted by the ISKO Board, the Regional Chapter will be recognized. Its borders will be laid down by the ISKO Board in agreement with the applicants.

A revision of the borders of an existing Regional Chapter (subdivision of the territory, or fusion) must likewise be requested from the ISKO Board. Such request shall first be approved by the membership conference(s) of the region(s) concerned. The ISKO Board shall be charged with a mediating task in the case of a conflict.

### **4. Name of a Regional Chapter**

A recognized Regional Chapter derives its name from the geographic region, e.g., "Danish ISKO Chapter".

### **5. Membership**

ISKO Bylaws, Article 2. No one can become a member of a Regional Chapter without becoming an ISKO member. Membership in a Regional Chapter without a simultaneous ISKO membership is therefore not possible. Multiple membership in several Regional Chapters is not possible.

### **6. Organization**

A Regional Chapter shall have a minimum of two elected officers, one of which shall be the chairperson. These officers shall preferably be elected for at least 2 years.

The chairperson shall be responsible for the following:

- (a) for attending to ISKO's interest
- (b) for ISKO-promoted events
- (c) for the formation of work groups within a Regional Chapter (see also the rules on bodies and committees)
- (d) for correct accounting on and within his Regional Chapter, the collection of membership fees and for their transfer to ISKO in a matter determined by the ISKO Board (see also 7),

(e) for the annual reporting (at the occasion of the membership Annual Meeting) on events staged, work performed, and finances handled.

Should the laws of any country require a national chapter of an international scientific organization to be officially registered, the chairperson shall be required to take the necessary steps for such official registration.

#### **7. Financial needs of Regional Chapters**

A Regional Chapter composed of members paying the full membership fee is entitled to 20% of its collected revenues. The chairperson of the Chapter shall be free to either have the membership fees collected in the region and to remit punctually no later than by the 28th of February of any year 80% of this income to the ISKO in a manner determined by the ISKO Board.

Supplementary to this share in the general membership dues, a Regional Chapter may levy dues of its own, provided the members of the given Regional Chapter agree both with this measure as such and with the amount of the supplementary dues to be paid.

#### **8. ISKO Publications**

Chapter members shall have access to ISKO publications in the English language. Each Chapter shall ensure its members have access to ISKO publications for all years of paid membership.

#### **9. Dissolution of a Regional Chapter**

A Regional Chapter will be dissolved when the initial conditions are no longer fulfilled (e.g., through a decreasing number of members) or because of other reasons, which must be discussed with the ISKO Board. After payment of all debts, any financial means and publications remaining should be made available to ISKO.

#### **10. Regional Chapter Publications**

Publications of a Regional Chapter shall be subject to the same rules as laid down by ISKO Board and Committees.

**ISKO Board of Directors approval: 15 March 2023**

**ISKO Membership approval: 10 July 2023 Annual Business Meeting**