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Chapter with Branches Model – Governance FAQ

Q. Are there specific governance requirements for a branch?

A. The branch leader is either a member of the chapter board, or is a leader who is not on the board but reports to a specifically assigned board member. Chapter Governance documents must be amended to include the new branch.

Q. How are branches represented on the Chapter board?

A. Either a Board member is assigned responsibility for branches, or, a representative from each branch is elected to the Board.

Q. Can a branch be formed in a chapter's jurisdiction without the chapter board's involvement?

A. No. A branch is a subsidiary of a chapter; it is not a separate legal entity. Therefore, a branch must be formed with the support and sponsorship of an existing chapter.

Q: Should the bylaw for a branch be included under the chapter bylaw?

A: A branch cannot have bylaws. The chapter bylaws must be modified to allow for branches. The branch is governed by the policies and procedures of the chapter.

Q: Is there a separate charter renewal for branches?

A: Branches are not chartered communities of PMI. Only the chapter completes a charter renewal and the information submitted must include representation of branch activities.