

IDOS Chapters – How to Start

Starting a Chapter is easy. All you need is three people and to complete the following steps,

1. Print a copy of the Sample Chapter Bylaws from the Chapter Page on the IDOS Website.
2. Organize a meeting to elect the officers of the Chapter. Remember, this only requires three people to fill the minimum set of officers (Chapter Director, Assistant Director, and Secretary. You can add a Treasurer if needed).
3. Meet and fill in the Bylaws by
 - a. Selecting a Chapter name. When coming up with a name it will need to fit into the blank in the bylaws by ending in Chapter. An Example would be the “Yellowstone Chapter of the International Dutch Oven Society”. Yellowstone would be what you fill in on the line in the bylaws.
 - b. Select the geographical region that will be covered by the Chapter. We suggest using predefined geographical boundaries used by your local agencies (i.e. counties, provinces, etc.). If there are no such boundaries in the country in which you reside, do the best you can to make it easy to tell whether someone would be in your Chapter or the next one over.
 - c. Last, elect a Director, an Assistant Director, and a Secretary/Treasurer. The Secretary and Treasurer can be different individuals if you have enough people. These individuals, as with all members of your chapter, need to be members in good standing with IDOS. Have them sign and fill out the last page of the Bylaws, and mail them to the IDOS President or your Regional Representative in your area.
4. After the IDOS board has received the Bylaws, they will verify that the name conforms to standards, and the signatures of the officers are completed and that each officer is a member of IDOS. Then we will add your information to the IDOS Web site and order your Chapter Banner. (IDOS provides a banner to all chapters with their name on it.) You will be notified of the board’s ratification and then you will be an official chapter with rights to use the IDOS name within the guidelines of the bylaws.

If you have any questions, please contact the IDOS President or the Regional Representative in your area.