

Active and Inactive Status of Chapters

An **Active Chapter** is one that holds a minimum of one announced and scheduled business meeting a year, and reports in writing their activities to the Executive Secretary. **Inactive** status may be granted to a chapter upon request for two years after which time the chapter resumes active status or is dissolved and returns its charter to the Society. Application for Inactive Status is available from the Chapter Chairman, or may be found on www.harpsociety.org/chapters.

Basic Procedure for Requesting Change in Chapter Status

The following procedure(s) must be completed before a request for a change of status can be considered by the Executive Committee.

Inactive:

1. The Chapter President or presiding officer will send a letter by mail or email to the Chapter Chairman requesting inactive status, along with a completed Petition for Inactive Status. This petition may be found online at: <http://www.harpsociety.org/pdfs/chapters/InactivateChapter.pdf>.
2. At the same time, the Chapter President will send a copy of the letter and completed Petition for Inactive Status by mail or email to the Regional Director.
3. Upon receipt of the letter and Petition for Inactive Status, the Chapter Chairman will complete the notification process.
4. A Chapter may remain inactive for a period of two years. At the end of that time the chapter must either reactivate or dissolve.

To Reactivate:

1. The Chapter President or presiding officer will send a letter by mail or email requesting activation of the Chapter to the Chapter Chairman along with a completed Petition To Reactivate An Inactive Chapter. This petition may be found online at: <http://www.harpsociety.org/pdfs/chapters/ReactivateChapter.pdf>. The following documentation must also be included:
 - a. A copy of the minutes of the meeting upon which the intent to reactivate was voted. (A minimum of six AHS, Inc. members in good standing is required.) The copy of the minutes and the voting membership may be certified by the chapter president or other presiding officer present at the meeting.
 - b. A dated copy of the chapter's current bylaws.
2. Upon receipt, the Chapter Chairman will notify the Executive Secretary and the Regional Director of the reactivation of the chapter.