

*Extracted from 2020 ARNOVA Board Policy Manual*

## **7. SECTIONS, COMMON INTEREST GROUPS AND REGIONAL GROUPS**

The Board adopts principles, policies, and procedures for the establishment, operation, and termination of any subgroups within the Association (By-Laws, Article XI).

### **a. Rationale**

The Association for Research on Nonprofit Organizations and Voluntary Action (ARNOVA) encourages participation by individuals and groups that share its mission of a community of people dedicated to fostering through research the creation, application and dissemination of research about voluntary action, nonprofit organizations and philanthropy. In keeping with its mission and values, the Association recognizes the importance of openness, inclusiveness, diversity, outreach and responsiveness to a wide range of member interests along with a common concern about the advancement of nonprofit and voluntary action studies and the community of scholars in this field. One way that we articulate this commitment is through recognition and support of various subgroups of the association of the association around common interests and geographic locations. The Association has three main ways that members can come together in different sub-groups: Sections, Regional Groups and Common Interest Groups.

### **b. Policies and Principles**

- i. This statement presents the policies and principles of the Association for Research on Nonprofit Organizations and Voluntary Action (referred to as ARNOVA or the “Association”) regarding sub-groups within the Association.

- This policy statement covers all such sub-groups whether formed around topical interests, geographical location or other interests.
- ii. The purpose of sub-groups in the Association is to help express the special interest of current and future members, encourage diversity of leadership, and enrich and enhance the intellectual scope of the Association.
  - iii. Such sub-groups can include Sections, Regional or Common Interest Groups of the Association and this terminology will be used hereafter in the document and in all other references.
  - iv. Sections and Regional Groups of ARNOVA require approval by a majority vote of the Board of Directors of the Association. An application for approval as a Section or Regional Group shall be submitted to the Board of Directors, and must be signed by a minimum of fifty (50) identified members of the Association.

### **c. Common Interest Groups**

The purpose of a Common Interest Group is to encourage groups of individuals to come together in an organic and flexible way around shared intellectual topics or professional concerns. These groups can be created for the purpose of networking, exchange of information, development of new fields of investigation or around other emerging opportunities. Members are reminded that ARNOVA is committed to being multi-disciplinary; thus discipline-based groups are discouraged.

The following basic principles apply to Common Interest Groups:

- i. Membership can be open to individuals who are not ARNOVA members but it is anticipated that if the group gets more formalized (e.g. moves to become a Section) that participants would join ARNOVA. One of the advantages of this type of group is to diversify the Association and encourage people with shared interests to join and attend the conference (thus enhancing and diversifying membership).
- ii. Common Interest Groups can be created with a minimum of 5 identified members and do not require approval by a majority vote of the Board of Directors as they are intended to be more informal and emergent. Members wishing to form a common interest groups should describe the group in a proposal to the ED, who brings the proposal to the membership committee for consideration.
- iii. Common Interest Groups are both more flexible and they do not have all the benefits of a Section or Regional Group. As a result, they will not have a budget, formal operating principles/By-Laws, or a requirement for a mission statement. Similarly, they do not have designated sessions allocated to them at the conference (although they are encouraged to submit papers, panels and colloquies in the normal way to the annual conference).
- iv. The Association where possible will support Common Interest Groups by announcing their meetings at the conference, by providing space on the web site to facilitate discussion and similar activities.
- v. Leadership of the Common Interest Group is the responsibility of the Group and each Group is requested to inform the Chair of the Membership Committee of their plans, activities and needs. Common Interest Groups that

are active should notify ARNOVA of their continuance on an annual basis, and are requested to report every three years to the Membership Committee on the status of their activities.

- vi. Termination of the Common Interest Group can be either a formal disbanding or a simple loss of interest and membership.
- vii. Common Interest Groups are expected to be inclusive and while they may refer to their affiliation with ARNOVA in their name (e.g. ARNOVA Common Interest Group in XXX) they must act in conformity with the ARNOVA By-Laws and the following general prohibitions:
  1. They may not take political positions on public policy issues, attempt to influence legislation or support any candidate for public office, without prior written ARNOVA approval.
  2. They may not represent or speak for the Association in any capacity without prior written approval.
  3. They may not enter into formal agreement or contract with any outside individual or organization.
  4. They may not carry out any fundraising activities without prior approval of the Association.
  5. No individuals may be placed on a permanent mailing list of any Common Interest Group without being a member of ARNOVA. A Group may not sell its mailing list, or give its mailing list to any group, organization or individual other than its own membership.
  6. They may not use the ARNOVA logo, wordmark or letterhead unless specific prior written approval for such usage has been provided by the Association.

#### **d. Sections and Regional Groups**

- i. The benefits of Sections and Regional Groups are:
  1. They provide an identified forum and structure for meeting and working with other members with similar interests.
  2. They provide special opportunities to meet and to present workshops and panels at ARNOVA conferences and elsewhere. Designated sessions at the annual conference depending on the size, activity level and success of the group can be negotiated with the Membership Committee and the Conference Chair on an annual basis (for example, a Section or Region with 50 members might have one session at the conference, one with substantially more than 50 members in the last two years two sessions).
  3. They are a mechanism to stay in formal contact with ARNOVA members with similar interests on an ongoing basis throughout the year.
  4. They receive assistance where possible from the ARNOVA office in carrying out the activities and affairs of the group.
  5. They receive official recognition on the ARNOVA conference program and related materials.
  6. They may represent ARNOVA in specialized contexts.
  7. They have a space on the ARNOVA web site.
- ii. The following basic principles apply to all Sections and Regional Groups:

1. All members shall be members of ARNOVA.
  2. The Section's or Regional Group's mission shall be congruent with the mission of the Association.
  3. Activities and procedures of the section or regional group shall be in conformity with the By-Laws of the Association.
- iii. The following procedures shall be followed in establishing and maintaining Section or Regional Group status:
1. As part of its application for formal status, a Group will provide the Association with a statement of its purpose and mission, and a list of the ARNOVA members requesting Section or Regional status.
  2. After approval by the Association Board of Directors, each Section will sign a general "Agreement" with the Association. This agreement will outline more specific expectations affecting Section or Regional Status in the Association, in keeping with the policies and principles in this document.
  3. Budgets for Sections or Regions will be prepared in consultation with the Executive Director and the Chair of the Membership Committee and will be approved as part of the regular budget of the Association.
  4. Operating Principles/By-Laws developed by Sections or Regions will conform to By-Laws of the Association and will be submitted through the Membership Committee to the ARNOVA Board for approval. Changes in the Rules of Procedure must also be communicated to the Board.
  5. Sections and Regional Groups will present annual reports to the Membership Committee by December 31 of each year. This report will include, but not be limited to, a summary of their activities, names of people in current leadership roles, a list of current members, a financial statement, and a statement on how the section/group is ensuring and promoting diversity in activities, membership, and leadership.
  6. Given concerns about consistency of the brand and the need to draw members to the main web site all sub-groups are encouraged to house their web site on the ARNOVA site and ensure the look and feel of their site are congruent with those of the overall site.
- iv. Section and Regional Group names shall include ARNOVA's name, as in "XXX Section of the Association for Research on Nonprofit Organizations and Voluntary Action (ARNOVA)."
- v. If determined by the Board of Directors, members shall pay a special supplement to their annual association dues for membership in the Section or Regional Group. The amount of dues will be established annually by the Board of Directors of the Association. Part of the dues paid for membership of subgroups shall be used for administrative costs of the ARNOVA office. This percentage will be determined by a vote of the Board of Directors of the Association.
- vi. Liaison with and oversight of the Sections, Common Interest and Regional

Groups is the responsibility of the Chair of the Membership Committee (or their designate) who is charged with proactively addressing the concerns and interests of the Sections and Regional Groups and being designated as the primary contact person for these groups.

- vii. Sections and Regional Groups shall maintain current, complete and accurate financial records as required by the Association.
- viii. Since the purposes of these sub-groups is to expand and enhance the interests of the Association, Sections and Regional Groups may not engage in any activity that is directly in competition with ARNOVA activities, for example, holding national conferences, or publication of journals. If there are areas of question or dispute in this regard, they will be referred to the Association for resolution.
- ix. The following general prohibitions govern activities of Sections and Regional Groups:
  1. They may not take political positions on public policy issues, attempt to influence legislation or support any candidate for public office without prior written ARNOVA approval.
  2. They may not represent or speak for the Association in any capacity without prior written approval.
  3. They may not enter into formal agreement or contract with any outside individual or organization.
  4. They may not carry out any fundraising activities without prior approval of the Association.
  5. No individuals may be placed on a permanent mailing list of any section or regional group without being a member of ARNOVA. A section or regional group may not sell its mailing list, or give its mailing list to any group, organization or individual other than its own membership.
  6. They may not use the ARNOVA logo, wordmark or letterhead unless specific prior written approval for such usage has been provided by the Association.
- x. **Termination of Sections or Regional Groups**

Sections or Regional Groups may be terminated by a majority vote of the Board of Directors of the Association. If a section or group is terminated, it shall cease using the ARNOVA name in any manner, and any remaining assets will be returned to the Association. Termination decisions may be based on a number of criteria including a failure to maintain an active membership list of at least 40 ARNOVA members for two subsequent years. Failure to abide by the policies is also grounds for termination of a group.