

NATIONAL BLACK NURSES ASSOCIATION, INC.

8630 Fenton Street, Suite 910, Silver Spring, MD 20910 ♦ (301) 589-3200 ♦ Fax (301) 589-3223
Estella A. Lazenby, Membership Services Manager: elazenby@nbna.org

MEMBERSHIP PROCEDURES FOR APPLYING FOR CHAPTER STATUS

Chapters are those groups of various nurses who have organized and stand ready to support the National Black Nurses Association, Inc., by becoming a Charter Chapter of NBNA. This status requires that:

1. Each active participating member must be a member of good standing with NBNA and the Local Chapter. (A member in good standing is member who have paid their yearly National and Local dues.)
2. The Chapter's Bylaws must be in accord with those of the National Office. (Review Model Bylaws attached)
3. All fees must be paid-in-full by **March 15th** to be chartered at the National Institute and Conference for that year. National's fiscal year for dues is **January 1st to December 31st**. All chapter members will receive a renewal invoice each year from the National during the month of November/December.

To become a chapter, the group shall:

1. Complete the 2021 Application for Chapter Status
2. Submit the completed 2020-2021 membership roster (request this form from National) with 15 members or more, **7** of the initial members must be RNs. Review the Membership Roster instruction sheet and complete the Membership Roster as instructed. In the National Amount Paid column, type in the National dues amount for each member, total the column and email the completed Membership Roster to elazenby@nbna.org. Mail your chapter check for the National Dues, a copy of the membership roster, and copies of the membership applications, and submit to the National Office.
3. Complete the Chapter Profile Form and submit by email with the elected officer's information and send to elazenby@nbna.org. Remember the National Office will need an updated copy of the Chapter Profile each time there is a change with the elected officers.
4. Submit by email to elazenby@nbna.org a copy of your Bylaws for review by the Bylaws Committee.
5. Submit by mail all other completed documents.

Chapter Membership entitles the chapter to:

1. One vote per member on any issue to be decided by the membership or one (1) delegate for every 15 members not in attendance at the yearly Annual Institute and Conference Business Meetings.
2. NBNA's bi-annual printed Journals.
3. NBNA's quarterly *eNewsletter* is place on the website, as well as other information.
4. The chapter can have any licensed member in good standing hold an office on the Executive Board when elected by due process.
5. Share all the rights and benefits of members in good standing with NBNA.
6. State their affiliation with NBNA in the local Chapter name.

Chapters may not participate in partisan politics.