



## **Local Club or Society Affiliation Policy**

Article VIII-A, Section 2 of the [TCAA Constitution](#) provides, in part, as follows:

*At any time when there is no regional organization within any area of the State, members of the association in such area located in one or more counties, may organize local clubs or societies, elect their own officers, and hold such meetings as they desire at such times and places as not to conflict with the annual meeting or the semi-annual meeting of the association.*

Any local club or society may submit to the TCAA executive committee a written request for formal affiliation with TCAA. The request must be made by a member of the club or society who is also an active TCAA member. In order to qualify as an affiliate of TCAA, the local club or society must:

- (1) Further the purpose of TCAA as set out in Article II, Section 1, of the TCAA Constitution;
- (2) Not overlap with the geographical area served by any other club or society affiliated with TCAA;
- (3) Have at least two officers, who are active members of TCAA, selected annually by the members of the club or society;
- (4) Hold at least one meeting of the club or society's membership each year in the geographical area served by the club or society in order to encourage fellowship among the members and to promote the study of municipal law; and
- (5) Not hold meetings in conflict with the annual meeting or semi-annual meeting of the TCAA.

TCAA shall, for any local club or society approved by the executive committee as an affiliate of TCAA:

- (1) Post contact information for the local club or society on the TCAA website;
- (2) Provide notice to the club or society of any new TCAA members in the geographical area served by the club or society;
- (3) Provide existing and/or new TCAA members in the geographical area served by the club or society information about the local club or society;
- (4) Provide assistance in advertising meetings of the club's or society's membership; and
- (5) To the extent allowed by the MCLE Rules, Regulations, and Accreditation Standards for CLE Activities, sponsor continuing legal education organized by the club or society.

A local club or society approved as a TCAA affiliate shall:

- (1) Submit to TCAA the names of its officers within 30 days after the selection of such officers;
- (2) Submit to TCAA any changes in the geographical area served by the club or society within 30 days after the change; and
- (3) Maintain its own records including, but not limited to, minutes of meetings, attendance list, a membership list, any bank or financial records.

The TCAA board reserves the right to revoke its approval of any local club or society's formal affiliation with TCAA at any time and for any reason.