

Getting Started

If no federated club exists in a community, and there are 10 or more Republican women who wish to organize a permanent club, the following procedures should be followed. The potential members should be considered based on their commitment to Republican ideals and issues. The charter for a new club is issued by the NFRW upon the recommendation of the state federation. The charter authorizes the operation of the club.

Tips for Organizing a New Club

1. The organizers should contact the New Club Development State Chair to obtain information and procedures for organizing a new club.
2. The state chairperson will introduce the organizers to the District President in their area and in turn will be put them in touch with a local MOFRW member who will be a supportive representative to help the organizers through the initial start up process and meetings.
3. Organizers should make a list of prospective members, pulling names from the local township meetings, central committees and community organizations.
4. Call an informal meeting of prospective members to plan an organizational meeting.
5. Invite the District President, the MOFRW New Club Development Chair or other area club officers to attend the meeting and explain the benefits of NFRW membership and the advantages open to federated clubs.
6. **At the Meeting:**
 - a. Select a temporary chair and secretary to act until officers are elected.
 - b. Select a name for the club. In accordance with NFRW Bylaws, no club may use the word "Federation" in its title. Clubs should use the word "club" in the name.
 - c. Draft bylaws, using the sample bylaws provided by the state federation or the ones provided in this manual.
 - d. Elect officers. They may serve only until the club is chartered or they may be elected to serve a full term as determined by the bylaws.
 - e. Select a day, time and place for the next meeting.
7. Submit a Letter of Intent to form a new club to the state federation. Include the name of the club, a roster of officers, club bylaws and a membership roster. Include a check to cover the per capita state and national federation dues, and the NFRW service charge of \$15.00.

8. The state federation will notify the club of acceptance by letter, and then submit the required application with per capita dues and service charge to NFRW.
9. The NFRW will issue the charter upon the recommendation of the state federation. The effective date of the charter is the date the club is approved by the state.
10. The charter will be sent to the state federation by the NFRW to be presented to the club.

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