

Becoming a Chapter of Illuman

The decision to become a chapter of Illuman is a serious decision. A period of discernment is recommended to determine if there are a sufficient number of men in a region who are interested in supporting such a move. This document is intended to help men in regions understand the steps needed and the questions to be considered before making the decision to become a chapter.

Any group of men can do men's work without becoming a chapter of Illuman. However, chapters have advantages:

1. Chapters can put on events for which Illuman retains the intellectual property rights, including the Men's Rites of Passage and the Firming.
2. Chapters can identify themselves as part of Illuman and use Illuman logos and other proprietary names and graphics.
3. Chapters get first priority for attending the annual leadership event commonly held in Oracle, Arizona.
4. Chapters can draw on the leadership of Illuman to ensure continuity of their work.
5. Chapters are a corporate entity which isolates individual men from liability and provides a structure from which to put on events.

Each regional situation is different. The decision to become a chapter will vary according to local conditions, needs, goals, and resources. The following requirements and questions should be discussed by local men to discern whether the time is right for a region to become a chapter.

1) Requirements

- a) Chapter boundaries are commonly determined by state boundaries with some exceptions. Normally chapters are for one state and cover the entire state.
- b) A chapter must be a non-profit corporation.
 - i) A board of directors with a president, treasurer, and secretary is required.
 - ii) A separate checking account and financial accounting system is required.
 - iii) Articles of Incorporation and Bylaws must be established (Illuman can help by providing examples.)
 - iv) The corporation must apply for a Federal Employer Identification number
 - v) Illuman will grant the new corporation the status of a 401(c)(3) tax exempt organization.
- c) The corporation must obtain general liability insurance with a minimum coverage of \$1 million naming Illuman as an additional insured.
- d) The corporation must sign an affiliation agreement with Illuman.

2) Questions to Consider

- a) Are there enough men in your region who are interested in taking on the tasks outlined above. We recommend a minimum of five men depending on your goals, but more make the job easier.
- b) Are the men you have available willing to commit to setting up and running the business of a chapter for a definite period of time such as three years?
- c) Are the men you have available willing to support the new organization financially?
- d) Will committing the men described above to chapter work significantly reduce the number of men available to do the men's work you are already doing or plan to do?

- e) Are men in your region interested in putting on MROP's and Firmings in the future? This will require commitment from additional men beyond those committed to creating a chapter. Are there chapters near you that put on MROP's and Firmings?
- f) Do you have a man available who is willing and able to keep financial books for the chapter and file necessary tax forms?
- g) Have you established a budget?
 - i) Insurance cost
 - ii) Web site cost
 - iii) Filing fees
 - iv) Professional expenses – if any
 - v) Mailing expenses – if any
 - vi) Costs of putting on events – if any