

# Texas Master Naturalist Documents

## Bylaws

- Legal Structure of a Chapter
- Uniform language across all Chapters
  - Option for the 'Term of Officers' and an option for an Addendum for 501 (c) (3) Chapters.

## Chapter Management and Operations Protocols

(Formally Chapter Management Guidelines)

### Contains:

- Information on how to operate your Chapter
- Defines the Mission, Objectives, Sponsorship
- Training Curriculum
- Membership
- Award Pins
- Advanced Training Requirements
- Volunteer Service Requirements
- Discipline
- FAQs

## Chapter Operating Handbook

### Contains:

- Details of Individual Chapter Organization
- New Language on Nomination of Officers
- Allows for specific functions of a Chapter
- Duties of Officers
- Duties of Directors
- Responsibilities of the Board
- Committee Structure

## Roadmap for New Chapter Establishment

### Contains:

- Defines a Texas Master Naturalist Chapter
- Procedures to establish a New Chapter
- Standards of Conduct and Code of Ethics
- Required forms