

INFORMATION FOR STARTING A NEW CHAPTER

The attached information has been compiled to assist Docomomo members who are currently unaffiliated with a regional chapter to decide if starting a local chapter is the right move. The Board of Directors of Docomomo US is very interested in seeing more regional and local chapters develop in the United States, and encourages members to consider the benefits of forming a local and/or regional chapter. There are currently fourteen active chapters:

- Central Texas – Mid Tex Mod
- Chicago/Midwest
- Florida
- Georgia
- Minnesota
- New England, located in Boston
- New Orleans/Louisiana
- New York Tri-State located in New York City
- Northern California, located in San Francisco
- North Texas
- North Carolina
- Philadelphia
- Western Washington

Each of these chapters came together as a result of local energy and enthusiasm. They were not formed by the national working party, but developed at the local level, and operate at the local level, albeit within the Docomomo organizational framework. Chapters are bound by a few rules and regulations to ensure there is a general level of consistency between the chapters, but for the most part, Docomomo US is defined by the work of its chapters.

Why form a Docomomo chapter?

The members of the existing local chapters formed because they had a common interest in modern architecture and interiors, landscape and urban design. They were motivated by the desire to recognize and protect significant modern works within their regions, to study the modern movement and discuss its legacy and continued relevance, or simply to learn about their region's modern heritage. Those who have created local chapter have found the following advantages:

- Affiliation with a national and an international organization that shares a love for modernism helps members rally around common goals and objectives.
- The organization has international recognition. Associating with an already-established name (even a difficult-to-pronounce one like Docomomo US) can bring credibility to a local group.
- Linking to other regional and local Docomomo chapters provides access to a network of like-minded individuals who can provide advice, support and encouragement.
- Docomomo US chapters are required to develop a mission statement and to create a local register of Modern works. This can give focus and structure to an informal group, and help it grow.
- Belonging to the Docomomo US network allows your group to share information and provides contacts throughout the country with professionals and advocates interested in many aspects of protecting and promoting modern design.
- Chapters have access to the national website, social networks, and e-newsletter, useful for publicizing activities, issues, and news to a broader audience.

What are the steps required to start a Docomomo chapter?

First, there has to be a group of committed and enthusiastic people who understand and support the goals and objectives of the Docomomo organization. After that, there are a few requirements that must be met:

- Hold at least three meetings and keep minutes of these meetings
- Maintain at least ten (10) active chapter members
- Elect or identify a coordinator for the chapter.
- Define the geographic area.
- Outline a mission statement.
- Begin working on a listing of significant modern buildings within the group's geographic area
- Prepare bylaws that comply with Docomomo US requirements for chapters

When these requirements are met or substantially underway, fill out the "Docomomo US/New Chapter Checklist" and write to the Docomomo US Chair of Chapter Relations requesting recognition as a chapter. New Docomomo US chapters must register in their state as a non-profit corporation and with the IRS as a 501(c)(3) organization. However, we recommend that you wait until you receive provisional recognition before applying for these, in case modifications are required by the Docomomo US Board.

Once the required materials are received, the Chair of Chapter Relations will review them and offer recommendations for modification to increase their likelihood of acceptance by the Board of Directors. He will then forward the proposed chapter's recognition submittal to the Board of Directors (on which he/she also serves) with a recommendation for provisional recognition.

Once provisional recognition is received, the chapter is free to act in all manners as a Docomomo US chapter, including use of the Docomomo US identity (in accordance with Docomomo US identity guidelines), and will receive all privileges of chapters. Final recognition will be provided once evidence is provided of recognition as a non-profit by a chapter's state and confirmation of 501(c)3 status by the Internal Revenue Service.

International working party for the
documentation and conservation
of buildings, sites and neighborhoods of the
Modern Movement

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What else do you need to know?

Within in this information packet is detailed information about the organization. The following information is included:

- Docomomo US/New Chapter Checklist
- ADMINISTRATIVE AND FISCAL STRUCTURE
Docomomo INTERNATIONAL
Docomomo US
CHAPTER ORGANIZATION
- Docomomo US/Board Directory
- Docomomo US/Local Chapter Directory
- Docomomo INTERNATIONAL CONSTITUTION
- Docomomo US/Chapter Register Handbook
- Docomomo US/Identity Guidelines
- Docomomo /Publications and Promotional Materials

For more information, and assistance with the project, please feel free to contact the current Docomomo US Chair of Chapter Relations:

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