ERA Chapter Profile

Membership Profile

Chapter Name

Current Member Count:

Past Member Counts:

Peak Membership:

Territory Characteristics

Please describe the territory your chapter covers in the area below (Example: *Covers a major city; size of geographical coverage; major industries in the area; distance between centers of concentration*)

Organizational Structure

Officer List with Terms of Office

Chairman:		Term of Office	
President:		Term of Office	
VP Fiscal & Legal:		Term of Office	
VP Education:		Term of Office	
Delegate to National Board:		Term of Office	
Alternate Delegate:		Term of Office	
Director:		Term of Office	
Director:		Term of Office	
Director:		Term of Office	
Director:		Term of Office	

Meeting Schedule

Full Board Meetings:

Frequency:

Chapter Manager(event planning, communication, meeting minutes, election coordination, Chapter of the Year entries, etc.)

Internal: External:

Chapter Bylaws Current: Yes ☐ No ☐

Financial Accounting and Reporting

Recent Financial History and Current Status

Available Funds: $

Sources of Funding:

Current Year Budget: $

Chapter Dues

Structure:

Responsibility:

Recent Membership Experience

How do members see the Chapter?

What is their historical view of the Chapter?

What is the current state of affairs of Rep Firms in the Chapter Territory?

Ongoing Chapter Projects and/or Services (Check all the apply)

Educational Programs ☐	Training Seminars ☐	Newsletter ☐
Website ☐	Directory ☐	Trade Shows ☐
Social Events ☐	Industry Activities ☐	Membership Programs ☐

Describe your most Successful Project:

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Significant Problems/Challenges:

Recent Successes:

Chapter Needs Analysis: