

**A CHAPTER OF THE
NATIONAL INSTITUTE OF GOVERNMENTAL PURCHASING
CODE OF REGULATIONS**

The name of this Chapter shall be:
Central Ohio Organization of Public Purchasers (CO-OPP)

MEMBERSHIP AND RESPONSIBILITIES

- A. Membership in CO-OPP shall be open to all individuals primarily employed in public procurement.
- B. Each member agrees:
1. To subscribe to the mission of the chapter.
 2. To adhere to the NIGP Code of Ethics.
- C. The membership shall consist of regular, honorary, and retired memberships.
1. Regular Membership: Regular membership in the chapter shall be open to all public institution procurement and materials management personnel. This includes federal, state, county, municipal and township activities, public school systems, colleges, universities hospitals, commissions, authorities, and any other political subdivisions of the state and full and/or part time employees of NIGP member agencies provided they spend the majority of their time involved in procurement or materials management functions. Persons with full and/or part time employment in positions having a direct influence on the public procurement process, such as elected officials, department heads, and educators; persons who take a leave of absence for educational or other reasons may continue as members provided that they continue to pay their dues and plan to re-enter public procurement within two (2) years. Regular members shall be eligible to enjoy all the privileges of chapter membership. Regular members may also be those who were formerly employed in the public procurement profession and are anticipating re-entry into the profession, and have paid the regular membership dues.
 2. Honorary Membership: Honorary members in the chapter shall serve at the pleasure of the board of trustees. Honorary member privileges are limited to chapter meeting attendance; receipt of chapter mailings and committee participation (excluding chairing a committee). Honorary membership request must be submitted to the membership committee for a thorough review. Upon an unanimous positive vote by the committee, the honorary membership request is forwarded to the entire membership for final action. The membership may be conferred by unanimous vote of the members upon individuals who have made distinguished contributions to the purchasing profession, or this chapter. Honorary members shall not be entitled to vote or hold office and shall be exempt from payment of dues.
 3. Retired Membership: Retired membership may be conferred upon individuals who had five (5) or more years of public purchasing service under a Regular Membership, and has retired from public service, and upon written request for such membership. Retired members shall be entitled to vote and hold office.
- D. Membership Acceptance. Membership shall be valid upon receipt of application, payment of applicable dues and subject to all eligibility requirements outlined in paragraphs above.
- E. Termination: The board of trustees may terminate the membership of any person for nonpayment of dues, or for other just cause. A person considered for membership revocation, except for nonpayment of dues, shall be provided written notice of the proposed action by the board of directors and be given an opportunity to show cause as to why the membership should not be revoked.
- F. Replacement Membership Policy: An entity that paid or reimbursed dues for a member shall be provided the opportunity to replace the member with another person in their employ, in the year in which dues were paid, at no additional cost to the entity. The entity shall notify the Membership Chair of the member being replaced and the candidate for replacement. The candidate will be subject to the same approval policy as a new member.
- G. Membership Dues: Invoices are to be mailed by the membership committee to all current members according to procedures established by the membership committee and approved by the Board of Trustees. Any new memberships will be effective on date of receipt through the same date of the following year.