The office of State Organizing Secretary, like several DAR committees, reaches, interacts and may overlap with other committees.

**ORGANIZATION OF NEW CHAPTERS**
To investigate and assist in the organization of new chapters to include the various requirements. Assist the Organizing Regent in complying with the instructions from Organizing Secretary General.

**CHAPTER MEMBERSHIP**
Assist chapters to develop and stabilize membership and to maintain adequate administration through the required officers and other proper procedures.

**DISBANDMENT OF CHAPTERS**
With assistance from the State Regent shall supervise the disbandment of chapters per the instruction provided by the Organizing Secretary General.

**ISDAR OFFICERS and FORMS**
Refer to the state website for ISDAR Officer and Forms. Retrievable forms and informational documents are listed, i.e., Chapter Leadership Development; Tutorial for PMD; Recruiting Tips; Chapter Officers Report Form; Membership Change Form; and Years of Membership Certificate Application Form. This information is available to all members to look and learn.

**PROMOTE LEADERSHIP TRAINING**
Encourage and promote all members, especially officers, and potential officers to participate in Members Course following by New Horizons Course.

Sylvia Blaesing  
State Organizing Secretary  
2020-2022