

INDIA CULTURAL SOCIETY

BY-LAWS

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(Original By-Laws 2/18/79, amended 12/15/91)

ARTICLE I – NAME AND PURPOSE

SECTION 1 – Name:

The name of this organization shall be “India Cultural Society” hereinafter referred to as “ICS” or “Society”.

SECTION 2 – Purpose:

This society is formed to promote and preserve the Indian culture, especially for our children, through cultural programs, Hindi education, and social get-togethers.

SECTION 3 – Fiscal Year:

The fiscal year shall be January 1 through December 31 or until the new executive has been elected.

ARTICLE II – MEMBERS

SECTION 1 – Membership Limitations:

Membership will currently be limited to a maximum of 50 families. Limitation will be reviewed every year in a general body meeting. Any new family wishing to become an ICS member should have a reference of at least one member family. The executive committee will have the final authority to confirm the new membership.

SECTION 2 – Voting Rights:

Each member shall be entitled to one vote. The husband and the wife in a family will constitute two members.

ARTICLE III – MEETINGS OF MEMBERS

SECTION 1 – Meeting:

General body meeting will be held at least once a year. The executive committee may call special meetings. If at least 15% of the voting members demand a meeting (in writing), then the president must call the special general body meeting within 30 days of such notice. The meeting agenda will be communicated in the notice to members. The executive committee may change the place and time of any meeting if it deems necessary.

SECTION 2 – Place of Meeting:

Society meetings for the adult members will be held by rotation at different member's homes. Other society meetings will be held at any place found suitable by the executive committee.

SECTION 3 – Notice of Meeting:

Written or printed notice stating the place, day, and hour of any meeting of members shall be delivered either personally or by mail, not less than seven days or more than one month before the date of the meeting, by the secretary or persons calling the meeting. Meeting agenda will be communicated in the above mention notice. All notices for meetings will be sent through the executive committee.

SECTION 4 – Quorum:

For the purpose of transaction of official business at any general body meeting, 50% of the family membership representation (number of families)

shall constitute the Quorum for such meeting. For executive meetings, 50% of the executive members (not families) will constitute the quorum.

ARTICLE IV – OFFICERS

SECTION 1 – Officerbearers

The executive committee will consist of seven members. There will be five adult members and two young adults. The positions will be as follows: The president of the society, the secretary, the treasurer, the cultural committee chairperson and the co-chairperson, social and trips committee chairperson, and the co-chairperson. The term of all members of the executive committee shall be for one year only. Any executive committee member cannot be elected for no more than two consecutive years for the same position.

SECTION 2 – Election of Officerbearers:

The members of the executive committee shall either be elected by the general body or approved by the general body membership. The election will be held annually in December. Each elected officer shall hold the office from January 1 through December 31 or until their successor shall have been elected and installed in the office.

SECTION 3 – Nomination and Election Procedure:

The names of the candidates for the position of “The President of the Society” shall be nominated on the day of the election. The proxy nomination, on pre-authorized and/or pre-approval basis by the absent member who is being nominated for any position is acceptable. The general body will elect the president. Then the elected president will present the names for the other positions of the executive committee to the general body for their final approval of such candidates. In the event that there is no candidate for the position of the presidency, then all members will put the name of the person of their choice via secret ballot. The person receiving the maximum number of votes shall then be the president of the association.

The election will always be via secret ballot in the meeting or via mail ballot in special circumstances as judged by the executive committee.

The members who have paid their dues by October 1st are eligible to vote in the election.

SECTION 4 – Removal:

Any officer may be removed by two-thirds majority of the membership in the best interest of the society.

SECTION 5 – Vacancy:

The executive committee for the unimpaired portion of the term may fill a vacancy in any office because of resignation, removal, disqualification or any other unforeseen reason.

SECTION 6 – President:

The president shall be the chief executive officer of the Society and shall coordinate, supervise and control all of the business and affairs of the society; shall preside at all meetings of the members and of the Executive Committee; may sign, with the Secretary or any other officer of the society authorized by the executive committee any important society related papers (such as contracts, etc.) and in general shall perform all duties in relation to the office of President and such other duties as may be prescribed by the Executive Committee from time to time.

SECTION 7 – Secretary:

The Secretary shall keep the minutes of the meetings of the member and of the Executive Committee in one book; see that all the reports are duly filed and that all notices and newsletters are duly sent according to the provisions of these by-laws; keep a register of the information on each member, such as name, postal address, home phone number, names and ages of the members' children which shall be furnished to the secretary by each member and, in general, shall perform all duties associated with the Office of the Secretary

and such other duties as may be assigned by the President or by the Executive Committee.

SECTION 8 – Treasurer:

The Treasurer shall have charge and custody of and be responsible for all funds and securities of the society; receive monies payable to the society, and deposit all such monies in the name of “India Cultural Society” in such banks and other depositories as selected by the Executive Committee, and in general perform all duties associated with the Office of the Treasurer and such other duties as from time to time may be assigned by the President or by the Executive Committee.

SECTION 9 – Cultural Co-Chairpersons (two):

Both the Cultural Co-Chairpersons shall have joint responsibilities of coordinating and organizing all cultural activities related to the programs/functions arranged by the society and in general shall perform all duties associated with the Office of Cultural Co-Chairpersons and such other duties as from time to time may be assigned by the President or by the executive committee.

ARTICLE V – FUNDS

SECTION 1 – Checks, Drafts, Etc.:

The following two officers of the Executive Committee will sign all checks, drafts or orders for the payment of money issued in the name of the society:

1. Treasurer (always)
2. President or Secretary

SECTION 2 – Deposits:

All funds of the society shall be deposited from time to time to the credit of the society and such banks or other depositories as Executive Committee may elect or approve. All deposits must be made within 60 days of receipt of payments.

ARTICLE VI – BOOKS OF RECORDS

The society shall keep correct and complete books and records of accounts and shall also keep minutes of the proceedings of the Executive Committee. Any member may inspect all books and records of the society at any reasonable time.

ARTICLE VII – DUES

SECTION 1 – Annual Dues:

Annual dues for family membership will currently be \$100.

SECTION 2 – Payment of Dues:

Semi-annual entry/participation dues will be payable by May 15 and November 15; the funds thus collected are to be used for periods July 1 – December 31 and January 1 – June 30 respectively.

SECTION 3 – Dues-New Member Applications:

Pro rated semi-annual or annual payment of dues shall accompany application for membership.

SECTION 4 – Dues Reimbursement:

Dues paid in advance are not refundable in case of resignation or other termination of membership.

ARTICLE VIII – AMENDMENT TO BY-LAWS

These by-laws may be altered, amended or replaced and the new by-laws may be adopted by a majority of the members present at any regular meeting (66% or 2/3) or at any special meeting, if at least (7) days written notice is given of intention to alter, amend, or repeat or to adopt new by-laws at any meeting.

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