

Southwestern Michigan India Association

P.O. Box 952, St. Joseph, Michigan 49085
(Amended and Ralified on December 8, 2001)

BYLAWS

ARTICLE I.

NAME:

The name of the organization shall be Southwestern Michigan India Association (SMIA), hereinafter referred to as '*Association*'.

ARTICLE II.

PURPOSE:

The purpose of this Association shall be to do any and all acts which shall be deemed proper, advisable, necessary, or beneficial to promote the culture and traditions of India; to encourage and inculcate the rich heritage of Indian culture in our children and youth by encouraging their participation in activities of this Association; to bring together the wealth of talents of the members of our Association and to channel them to promote goodwill among the local communities; to facilitate friendship among the Asian Indians and friends of the Association of various nationalities, races and cultures and religions; and to engender a spirit of unity among various people groups of India represented herein.

ARTICLE III.

MEMBERSHIP:

- A. *Open Membership* to people from the sub-continent of India and other neighboring countries, and others who demonstrate keen interest in the purpose and activities of this Association, express voluntary willingness to be actively involved in promoting its goals, abide by the bylaws and regulations of the Association, and have paid current membership fees.
- B. *Family Membership* is considered to be a unit of husband and wife and unmarried children under 21 years of age. Children older than 21 years of age, may secure individual single membership. *It also includes parents of the husband and wife.*
- C. *Voting Members* shall be those who have paid their current membership dues and are 21 years and older.
- D. *Membership Fee* shall be determined by the Executive Committee annually and shall be paid in full for the fiscal year beginning in January first and ending on December thirty-first of the same year.

- a. Membership fee once paid will not be refunded.
- b. Sponsorship and Contributions are tax deductible.
- c. Students (21 years and older) must pay membership dues.

ARTICLE IV.

SECTION 1 OFFICERS/PERSONNEL:

The bonafide members of the Executive Officers of this Association shall not exceed more than nine or be less than seven in number, shall have paid their current membership fees and shall be of good standing. These elected officers shall be a President, Vice President, Secretary-Treasurer, Public Relations Officer, and Editor for Communications. Members-at-large shall consist of the Ex-President and two members from the community. The Ex-President shall serve on the Executive Committee for a period of only one term (two years). In addition, Student Representatives (non-elected, 14 years and older, who are bonafide members of SMIA) shall be selected by the Executive Committee Officers. No one individual of the Executive Committee shall in any form, fashion, word, or action, function or represent the Committee at any time without the prior explicit authorization by the Executive Committee by majority vote.

TOTAL NUMBER OF BONAFIDE MEMBERS SHALL BE THIRTEEN AND INCLUDE ELEVEN ADULT MEMBERS AND TWO STUDENT REPRESENTATIVES

The Officers of the Executive Committee shall also function as the Search Committee. Three months prior to the scheduled date of election –which is the first weekend in December of the election year the Executive Committee shall start to search and identify appropriate, able and willing candidates for the positions of President, Vice President, Secretary-Treasurer, Public Relations, Editor for Communication, and two members at large from the community, and will recommend such candidates to the general body of the Association at the Business Meeting on the first weekend in December of the election year.. *The Executive Officers Committee* will either be elected by majority vote by show of hands by the voting members of the Association, or by secret ballots-- which ever may be the choice of the General Body of SMIA.. Elected office shall be a privilege limited only to the bonafide members who are 21 years and older, have paid their current membership dues, and are of good standing.

SECTION 3 TERM OF OFFICE:

The term of office shall commence on the first day of the calendar year beginning in January, and end on the last date in December of the election year. *The term of office shall be for 2 years and shall not exceed two conse-*

cutive terms. After the expiration of the second 2-year term individuals may hold office other than the one in which the 2nd term was completed.

SECTION 4 DUTIES OF THE OFFICERS:

A. PRESIDENT:

The elected president shall be the chief executive officer of the Association, and shall be the chairperson of the Committee. The president shall preside over all meetings of the Association, with the approval of the Executive Committee shall appoint member(s) to the vacated or vacant positions; shall delegate duties and responsibilities to and appoint ad hoc and/or standing committees to execute special functions of the Association. After the term in office, the president will serve as a member-at-large on the Executive Committee for one two-year term.

B. VICE-PRESIDENT:

In the event the office of President shall become vacant by death, resignation, absence, or otherwise, or the President becomes disabled to discharge the duties of the office, such duties shall, for the time being, or for the remaining period of the President's term, devolve upon the Vice-President who shall do and perform such other acts as the committee may, from time to time, authorize him to do, e.g. calling for the Officers meetings, coordinating and overseeing special events and functions.

C. SECRETARY-TREASURER:

The Secretary-Treasurer shall have custody of and keep account of all money, funds and property of the Association, unless otherwise determined by the Executive Committee of the Association, and shall render such accounts and present financial statement to the Committee and the members as may be required of him/her. Shall deposit all funds of the Association that comes into the treasury in such bank account that the Association has designated. Shall keep the bank accounts in the name of the Association, shall exhibit books and accounts at all reasonable times to the Committee. Shall expend

money as the business may require upon the order of the properly constituted approval of the Committee. All bills, notes, checks, vouchers, orders or other instruments shall be co-signed by the President of the Association.

In addition, the treasurer shall perform such duties as may be delegated by the President and or the Executive Committee including, keeping the minutes of all the meetings of the Association. Shall attend to the giving and receiving of all notices of the Association; shall have charge of the certificate books, shall be responsible for communicating the date and time for committees and general meetings of the Association, and shall keep minutes and records of all bonafide members.

D. PUBLIC RELATIONS:

The Public Relations person shall assist the Committee and the Association in promoting the philosophy and purpose of the Association within and outside the community. Shall promote the Association's activities and achievements through the media. This office shall be responsible for promoting sponsorship and solicitation of funds and resources for the operation of this Association, and shall work towards creating goodwill and harmony with the Committee, the members of the Association and the community at large. Shall assist in coordinating and facilitating for the general functions of the Association, and any other duties as may be delegated by the Executive Committee.

E. EDITOR FOR COMMUNICATIONS

The Editor for Communications shall be responsible to communicate the intents and information of the Executive Committee to the members of the Association and the community at large. This communication may be pursued through any mode or medium of information transmission. Also shall be responsible, for all publications and promotions through printed materials.

F. MEMBER(S) AT LARGE:

Member(s) at Large shall consist of the Ex-President; and two members from the community who have paid their current member-

ship fee and are willing to support the cause of this Association. In addition, the Executive Committee may select two Student Representatives, who are bonafide members of SMIA, who are able and willing to participate in the committee process and shall encourage, promote and enlist other youth of our community to participate in activities and programs that offer taste of Indian culture and tradition. Shall work in harmony with the Executive Committee and the members of the Association, and be willing to perform other duties that may be delegated to them from time to time by the Executive Committee.

ARTICLE V.

SMIA EXECUTIVE COMMITTEE:

SECTION 1-- ATTENDANCE:

- A.* The event two (2) or more consecutive absences in any one year on the part of any Officer of the Executive Committee occur, such member(s) shall be considered dropped from office, and that seat shall be declared vacant.
- B.* *The Quorum* for the Executive Officers meeting shall be five (5) members in attendance.

SECTION 2 VACANCIES:

In the event of a vacancy, the Executive Committee shall have the prerogative to appoint and fill such vacancy appropriately and in a timely manner, and the term of office of such newly appointed officer shall be only for the remaining period of the term--which is the last date in December of the election year.

SECTION 3 SUB-COMMITTEES:

- A.* Standing committees shall be appointed by the Executive Committee of the Association. The number of members and composition of such committee(s), shall be determined by the Executive Officers.
- B.* Ad Hoc committees may be appointed by the Executive Committee as may be deemed necessary or advisable, to perform specific duty or a task as assigned by the Committee; and upon the completion of such duty or task such committee shall automatically be dissolved. Each such committee shall include at least one(1) Committee member .

The Standing Committees as well as the Ad Hoc Committees shall operate only as authorized and delegated by the Executive Committee, for a specific task or a function for a specific period of time, and shall cease to operate beyond the period of authorization by the Executive committee. Individually, no one member of such committees have authority or power to exist or to function without the explicit authorization by the Executive Committee..

SECTION VI.

SECTION 1 MEETINGS OF THE ASSOCIATION:

- A. Meetings of the Association shall be called as often, at the discretion of the Executive Committee, or by ten per cent (10%) of the members of the Association if so requested in writing. A written notice of such meeting shall be given to the general members at least thirty(30) days prior to the date of the meeting. The purpose of such meeting(s) shall be to transact business specified in the notice, other business as may come before the meeting, and to receive reports upon the affairs of the Association, financial activities and other matters.
- B. Except as otherwise provided by law or by the By-Laws, any action required or permitted to be taken by the Association shall be by affirmative vote of a majority of the bonafide members present and by voting at a meeting at which a quorum is present (51%). No person shall vote or act by proxy. In the event of an emergency, a vote may be taken by mail ballot or by telephone. Voting by two-thirds majority in such instances shall be required for passage. Any telephone voting shall be confirmed in writing within ten (10) calendar days of such vote.

SECTION 2 AGENDA--OFFICERS COMMITTEE:

Members of the Southwestern Michigan India Association (SMIA) may submit items for the agenda to the Chairperson (President) of the Executive Committee, at least two weeks prior to the scheduled date of such meeting of the Officers. Only items that are on the prepared agenda shall be entertained at the scheduled Officers' meeting.

SECTION 3 CODE OF ETHICS:

Every bonafide member of the Southwestern Michigan India Association (SMIA) or herein referred to as 'Association', as well as the Executive

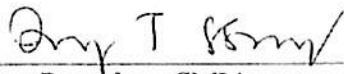
Officers of the Association, shall at all times demonstrate high ideals and values of conduct in words and action, respecting the individuality of each member, officer, and any visitors or guests in attendance. Officers of the Committee shall follow the principles of confidentiality, objectivity and sincere cooperation. Such members shall not promote or advocate biases based on race, color, religion, language or nationality. In public, shall not direct personal criticism or personal attacks on member(s) of the committee or the Association. Being bonafide member of SMIA is a privilege and not a right. Member(s) who do not wish to abide by these Bylaws and the Code of Ethics are free to withdraw from this Association.

SECTION 4 SMIA BYLAWS:

The purpose of the SMIA Bylaws is to provide equity and consistency in the operation of the Association, to be a guide to describe responsibilities and procedures to be implemented uniformly. The Bylaws may be amended and ratified by its members by majority vote at the general business meetings from time to time as the need may arise, upon the recommendation(s) of the Executive Committee of the Association.

Declaration

*The above stated Bylaws contained in pages 1 through 7, of
Southwestern Michigan India Association (SMIA),
P.O. Box 952, St. Joseph, Michigan 49085,
were presented to the Bonafide Members
of the general body of this Association for amending the bylaws.
These Bylaws were amended and ratified at this meeting by majority vote
on Saturday, the Eighth of December 2001
At the Berrien Unitarian Universalist Fellowship Church
4340 Lincoln Avenue, St. Joseph, Michigan 49085.*



President, SMIA

December 8, 2001
Date



Vice President, SMIA

12/8/01
Date

ADDENDUM TO ARTICLE IV OF SMIA BYLAWS

Addendum to Section I of Article IV on page 2 regarding total number of bonafide members of the Executive Officers of Southwestern Michigan India Association which is known herein as the 'Association' has been made on December 7, 2014 at the Members Only Annual Lunch.

The total number of bonafide members shall be thirteen and include eleven adult members and two Student Representatives who are 14 years and or older. The Student Representatives are selected and non-elected.

This Addendum to the SMIA Bylaws was ratified at the meeting by majority vote on December 7, 2014 at the Members Only Annual Lunch at the Stevensville Seventh Day Adventist Church, 6657 Stevensville-Baroda Road, Stevensville, MI 49127.

D. Geetha

PRESIDENT

DATE

12/07/2014

GEETHA DHATRECHIRAN

Prashant Ruperee

VICE-PRESIDENT

DATE

Dec 7, 2014

Prashant Ruperee