

By-laws of McLean County India Association McLean County, Illinois

ARTICLE 1 NAME

The name of this organization is McLean County India Association (MCIA).

ARTICLE 2 OBJECTIVES

MCIA is a not-for-profit cultural and charitable organization.

MCIA's mission is to promote Asian Indian culture amongst its members and to help Asian Indians become an integral part of the local Bloomington/Normal community.

MCIA's primary goals are:

- To promote Asian Indian culture and values amongst its members
- To promote participation in community volunteer and charitable activities
- To increase awareness about India and Indian culture in the local community
- To promote leadership, volunteerism, sports, and educational activities for its youth members

ARTICLE 3 MEMBERSHIP

Membership to MCIA is open to everyone who is interested in supporting the objectives of MCIA. Membership application is located at MCIA's website www.ourmcia.org.

Good Standing – A member in good standing is one whose current dues are paid in full.

ARTICLE 4 BOARD OF DIRECTORS

Section 1. The MCIA shall be governed by a Board of Directors (Board). The Board shall be responsible for carrying out the mission and objectives of MCIA.

The board shall consist of five directors,

- One shall be the previous year's president,
- One prominent* member from the local community nominated by the current president
- One current president
- Two new board members nominated by last year's board members.

** Prominent member: e.g. mayor/ex-mayor, current/past rotary president, City officials and law enforcement, educational institutional people, etc. (preferably not of Indian origin).*

All the board members shall serve one year except the current president. No board member shall be re-appointed for next two full years.

Section 2. The Board shall exercise all powers of the MCIA, in accordance with the bylaws, and the laws of the jurisdiction in which it is incorporated/registered. The Board shall be authorized to adopt and publish such policies, procedures and rules as may be necessary and consistent with these bylaws, and to exercise authority over all MCIA business and funds.

Section 3. The Board shall meet at the call of the President, or at the written request of three (3) members of the Board directed to the General Secretary. A quorum shall consist of no less than one-half of the membership of the Board at any given time. A majority of a quorum of Board members shall be necessary to approve business, including board nominations. Each member shall be entitled to one (1) vote and may take part in meetings and vote if in attendance either in person or via teleconference or email.

Section 4. The Board of Directors may declare a Board member position to be vacant where a Board member ceases to be a member in good standing of the MCIA by reason of non-payment of dues, or where the Board member fails to attend three (3) consecutive Board meetings. A Board member may resign by submitting written notice to the President. Unless another time is specified in the notice or determined by the majority of the Board, the resignation shall be effective upon receipt of the written notice by the Board.

Section 5. A member of the Board may be removed from office for just cause in connection with the affairs of the organization by a two-thirds (2/3) vote of the members of the Board. Just cause includes but is not limited to illegal activities.

Section 6. Board of Directors need to ensure that a newsletter gets published showing the accounts from the previous year. The account statement should include details for each major program's revenue and expenses, starting balance and ending balance. This should happen before the end of February.

ARTICLE 5 Executive Committee

Section 1. MCIA Executive Committee shall have the following officers to serve in the following positions during their tenure of 1 year (Jan – Dec):

- President: The President is an elected position with the tenure of one year as an acting President with the commitment to serve on the Board of Directors for one more year.

The President shall appoint other members of the executive committee.

- Vice President (VP) of Programs
- Vice President (VP) of Community and Corporate Outreach

- General Secretary
- Treasurer

Officers of the executive committee shall be members in good standing at the time of the election, and throughout their tenure.

The term of the executive committee shall be one Calendar year (January to December).

The President should have been on the executive committee for at least one year in the past. The President should have been a member of MCIA, during the previous two years.

VP of Programs, VP of Community and Corporate Outreach, General Secretary, and Treasurer should have been members of MCIA for at least one year.

All Board of Directors and Executive Committee members receive no monetary remunerations from the organization or its members.

Section 2. The President shall be the chief executive officer of MCIA Executive Committee, and shall perform such duties as are customary for presiding officers, including making all required appointments.

Section 3. The Vice President of Programs shall be responsible for all internal MCIA activities and programs. The Vice President of Programs shall also be responsible for MCIA membership growth and retention.

Section 4. The Vice President of Community & Corporate Outreach shall be responsible for interfacing with other groups, organizations and segments of the Central Illinois community to build relationships with them and thereby increase understanding of MCIA and its objectives.

Section 5. The Treasurer is responsible for collecting, recording and disbursing all funds received by MCIA, preparing the annual budget, and making financial reports for the Executive Committee meetings and general membership meetings. The Treasurer is also responsible for managing the bank account and distributing a consolidated year-end financial statement to the members before the end of February.

Section 6. The General Secretary shall keep the records of all business meetings of MCIA Executive Committee and oversee all internal communications. The General Secretary will also manage all the communications (website, newsletters, interaction with the Press) for MCIA. Board of Directors may invite General Secretary for taking meeting minutes for Board meetings.

Section 7. President and his committee members shall not share the MCIA members' Mailing/e-mail addresses with any association/organization or with any individual.

However the Executive Committee can develop a Membership Directory to share only across the membership.

Section 8. If any Executive Committee position becomes vacant, the Executive Committee may appoint a successor to fill the office for the un-expired portion of the term for the vacant position. In the event the President is unable or unwilling to complete the current term of office, the Vice President of Programs shall assume the duties and office of the presiding officer for the remainder of the term.

ARTICLE 6 AD-HOC COMMITTEES

The Executive Committee may form Ad-hoc Committees within MCIA to work on specific tasks. Upon completion of that task the Executive Committee may dissolve that Ad-hoc Committee.

ARTICLE 7 ELECTION / VOTING

- An Election Commission shall be established at least three months before the end of the term of the Executive Committee. This Commission shall call for nominations from the members and based on the responses, shall conduct the election in the General Body meeting.
- Election commission shall consist of three out of the five board members and shall not include the current President and Local community member.
- The call for nominations shall be made 2 months before Deepawali Dinner and the new president should be declared in the Deepawali dinner.
- For a family membership both the spouses have voting rights.
- A single adult (18 years or older) who has paid single membership dues shall have one vote.
- No campaigning will be allowed in the election hall.
- Election results with details shall be announced immediately after the election,
- The Executive Committee shall freeze the list of members as of nomination deadline date. A copy of the membership list will be handed over to contesting candidates and the election commission.

ARTICLE 8 MEETINGS

Section 1 GENERAL BODY MEETING

- One Annual General Body Meeting shall be conducted in October-November to discuss future plans and to conduct elections.
- All registered members in good standing shall be invited to attend this meeting.
- Other General Body meetings open to all members shall be conducted on an as-needed basis.

Section 2 BOARD OF DIRECTORS MEETINGS

- The Board of Directors should meet at least once every quarter.
- The General Secretary or the President shall call these meetings.
- Status and Next Steps shall be on the Agenda in these meetings.
- Any three members of the Board of Directors based on need may also call these Meetings.
- All the members of the Board of Directors are expected to attend these meetings.
- Board of Directors meetings require a majority (greater than 50%) of the Board members in attendance if a vote will be taken.

ARTICLE 9 DUES & OTHER CONSIDERATIONS

The Executive Committee shall set the annual membership dues for MCIA, which will be approved by the Board of Directors for one calendar year.

The Executive Committee shall approve any business promotion such as advertising, commercial activity, or sponsorship that takes place at an MCIA event. Payment involved, if any, should be agreed upon in advance.

The use of banners, tokens, brochures, Identification badges fall under the category of business promotion unless they have been issued by MCIA and do not have a name other than that of MCIA printed.

The use of MCIA name, and its representatives' name, is prohibited for commercial purposes unless a written request is received and passed by the Executive Committee.

ARTICLE 10 AMENDMENT

One-half or more of MCIA membership voting for the amendment, either in a general body meeting or via mail, may amend these by-laws.

ARTICLE 11 TRANSITION TO THE NEW BOARD

Within one month of the termination of a President's term, i.e., by January 31st, all records, financial and otherwise, inventory of all assets (music system, coolers, etc.), and funds shall be delivered to the newly elected Executive Committee at that time.

The outgoing President will furnish an accounts summary only to the active members. MCIA shall furnish a detailed report of the accounts only to those members who send in a written request for such report.

ARTICLE 12 DISSOLUTION OR BECOMING INACTIVE

MCIA may be dissolved or become inactive by an affirmative vote of three-fourths of the membership in a General Body Meeting. In such event, all remaining funds shall be distributed to a charity chosen by a majority vote by all registered members in good standing.

ARTICLE 13 HOLD HARMLESS AND LIABILITY

MCIA Board and Executive Committee members are not liable for any accidents or damages that may happen at any of the MCIA sponsored events and they cannot be sued as individuals. The Executive Committee shall ensure the usage of Liability Insurance to cover MCIA events only. MCIA platform may not be used for personal or commercial benefits.