

BYLAWS OF SEATTLE MAHARASHTRA MANDAL

Article I. Introduction

All members of the Seattle Maharashtra Mandal (hereafter called SMM or the Mandal) shall abide by its constitution and these Bylaws.

Article II Fiscal Year

The fiscal year of the Mandal shall be January 1st to December 31st of the calendar year.

Article III. Membership

1. Any person 18 years of age or older, irrespective of caste, color, creed, race or any national origin who believes in and fosters the culture of Maharashtra and agrees to abide by this Constitution and the Bylaws can become a member by paying the appropriate membership dues and filling a membership form.
2. Membership dues shall be established and published annually by the EC by the first day of the fiscal year.
3. Membership is non-transferable.
4. There shall be four (4) classes of membership:

Family Annual Member: A family with at least one child 3 years or above shall become Family Annual member. Family Annual member shall have membership privileges for the calendar year in which the appropriate dues are paid. This membership shall carry two (2) votes; all other privileges shall apply jointly. In order to vote in a meeting of the General Body, such dues shall have been paid two (2) months prior to the date of the meeting.

Couple Annual Member: A family without children or all children below 3 years of age shall become Couple Annual member. Couple Annual member shall have membership privileges for the calendar year in which the appropriate dues are paid. This membership shall carry two (2) votes; all other privileges shall apply jointly. In order to vote in a meeting of the General Body, such dues shall have been paid two (2) months prior to the date of the meeting.

Individual Annual Member: A single adult 18 years or above shall become Individual Annual member. Individual Annual member shall have membership privileges for the calendar year in which the appropriate dues are paid. This membership shall carry one (1) vote. In order to vote in a meeting of the General Body, such dues shall have been paid two (2) months prior to the date of the meeting.

Life Member: Any family or a single adult 18 years or above shall become Life member upon payment of the appropriate life membership dues. Life members shall be granted membership privileges for life. A single Life member shall have one (1) vote until getting married after which Life membership shall carry two (2) votes; all other privileges shall apply jointly. In order to vote in a meeting of the General Body, such dues shall have been paid two (2) months prior to the date of the meeting.

Article IV. Executive Committee

1. The Executive Committee (hereafter called EC) shall manage all the business and affairs of SMM as per the Constitution and these Bylaws.
2. The EC shall be elected by General Body as provided in the Constitution, at an Annual General Body Meeting of SMM.

3. The Members of EC shall be elected only for the term of one calendar year. The term shall begin on the first day of the month of January and end on the last day of December.
4. The Annual General Body Meeting shall be held and the EC for the following term shall be elected before the first day of December.
5. The Annual General Body Meeting shall be always held at a public venue, for example – public library or public school.
6. The elected members of the EC shall elect the EC officers as provided in the Constitution, no later than the end of first week of their term.
7. No EC members shall serve more than two consecutive terms on the EC. After serving two consecutive terms on the EC the member shall not be eligible to serve on EC for two consecutive years.
8. If any vacancy arises on the EC through any cause, the EC shall send a call to General Body to get the list of members interested in being EC member. EC shall then choose to appoint any member from the list to fill that vacancy by majority vote. This selection should be communicated within 30 days to all SMM members.
9. Any EC member may be dismissed from the EC by bringing a vote of dismissal for the member in presence of all EC members and three fourth majority of EC members voting for the member to be dismissed. Twenty-one days notice shall be required to be given to the EC member being considered for dismissal.

Article V Election of Executive Committee

1. The current EC shall elect two Election Officers to supervise the election of the new EC for the following term. The term of these Election Officers shall end on the last day of the calendar year.
2. The Election Officers shall not be eligible to contest the election of EC for the following term.
3. The Election Officers shall be responsible for conducting the elections, if necessary, to elect the EC for the following term, including counting the votes and certifying the election results.
4. The list of members eligible to vote shall be frozen two(2) months before the election. Any person becoming an SMM member after this date shall not be eligible to vote in elections held during that year.
5. Every household that has separate membership shall have votes as described by article III - Membership.
6. The election of the EC shall be by plurality vote of members of the Mandal in good standing present and voting in person, in the annual meeting of the General Body. No proxy voting will be allowed.
7. Requests to become an EC member for the following term shall be received by the Election Officers no later than October 31st.
8. Any household that has membership may contest for only one EC position only during a term.
9. The EC shall mail the names of the contesting candidates to the SMM members at before the date of the annual general body meeting at which the election is held.
10. Contesting candidates may designate one representative each, to be present during balloting and counting of ballots.
11. The results of the election shall be declared prior to adjournment of the annual general body meeting.

Article VI Budget and Finance

1. The EC shall publish financial summary to its members at least once year. If any current SMM member desires to know the financial summary of SMM should send a written request to the treasurer during the term.
2. The EC shall ensure that all financial transactions for its elected term are fully documented.
3. The EC shall approve all financial transaction for its elected term in EC meetings.
4. All payments for \$250.00 or more shall require signature of the President and the Treasurer. The Vice President shall sign these payments in absence of the President.
5. The Treasurer shall present all financial transaction for EC approval as a part of the meeting agenda on regular basis.
6. All financial transactions for an event shall be closed no later than thirty (30) days after the event's completion.
7. The Treasurer shall present summary of expenses for each event, in the committee meeting after all the event transactions have been closed.
8. The EC shall ensure that audit of the Mandal's financial statements is performed by a Certified Public Accountant (CPA) every year.
9. The EC shall close all expenses and handover its finances to the following term's EC no later than the last day of January of the following term.
10. The Treasurer shall work with the Treasurer of the following term EC to provide needed information and assistance to prepare Tax Return(s) for the following year.
11. The outgoing EC shall prepare a financial statement for its term no later than the last day of January of the following term. A copy of the financial statements shall be published to the members within 30 days of its completion.

Article VII Sub-Committees

The EC may appoint additional sub-committees of members of General Body with specific objectives or to perform specific tasks that are consistent with the aims and objectives as provided in the Constitution. These committees shall cease to operate after completion of assigned tasks, or at the discretion of the EC or at the end of the EC's term, whichever occurs first.

Article VIII Yuva Mandal

1. The Mandal shall form a Yuva Mandal (hereafter called YM) as provided in the Constitution.
2. All children of current SMM members enrolled in grades 5th through 12th and below shall be members of the Yuva Mandal.
3. A member of SMM Executive Committee shall act as an advisor to the Yuva Mandal and oversee all of its activities for the year.
4. The YM Board shall be elected for the term of a year from July to June.
5. The YM Board shall consist of:
 - a. One President,
 - b. One Vice President,
 - c. One Treasurer,
 - d. One Secretary, and
 - e. Up to seven other committee members
6. The YM Board shall be responsible for all Yuva Mandal activities and shall sign-off on all event plans.

7. YM members enrolled in grades 9th through 12th shall elect an eleven member YM Board, under the supervision of the Yuva Mandal Advisor, by 30th June every year.
8. Only YM members that are enrolled in grades 9th to 12th during the academic year shall be eligible to be elected as YM Board members.
9. YM Board members shall elect at least a President, a Vice President, a Treasurer and a Secretary among themselves.
10. YM General Body shall also elect Yuva Mandal Committee from YM members that are enrolled in grades 8th to 12th during the academic year and are not part of YM Board.
11. YM Board may form other event committees from YM General Body, as needed for planning and organizing activities of Yuva Mandal.
12. Only YM members that are enrolled in grades 9th to 12th during the academic year shall be eligible to be elected or nominated as Event Committee members.
13. The YM Advisor shall work with the following term's YM Advisor to ensure that the transition of the responsibilities is complete by the last day of February.

Article IX

Notwithstanding any other provision of these articles, the Mandal shall not carry on any other activities not permitted to be carried on by an organization:

- (a) Exempt from Federal income tax under section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law); or
- (b) Contributions to which are deductible under section 170 (c) (2) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law).