

# Connecticut Maharashtra Mandal (CTMM)

<http://www.maharashtramandalct.org>



## BYLAWS of ASSOCIATION

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# **Constitution:**

## **Article 1:**

- 1.1 The name of the organization shall be “Connecticut Maharashtra Mandal”, hereafter referred to as “CTMM”.

## **Article 2:**

CTMM shall be a non-profit organization registered in the state of Connecticut and organized under IRS section 501(C)(7) and shall have the following objectives:

- 2.1 To initiate literary, educational, cultural, and spiritual activities, which without limiting the generality thereof include promotion of various activities, such as music, dance and theatre, related to the culture, traditions and the language of the state of Maharashtra, India. These activities could be in coordination with Brihan Maharashtra Mandal of North America.
- 2.2 To help members of the Maharashtrian (also known as Marathi) community.
- 2.3 To facilitate instilling the Maharashtrian culture, tradition and Marathi language into the younger generation of Maharashtrians.
- 2.4 To integrate Marathi community with the Connecticut community and to communicate with other community based organizations, in a constructive way.

# **Bylaws to the Constitution**

## **Chapter 1: Membership**

- 1.1. Any person interested in Marathi language and culture is entitled to become a member of the CTMM on payment of the membership fee. Types of memberships would be:
  - 1.1.1. Annual Membership - Family and single: Membership duration would be one year as defined in Section 1.3, the definition of family would include member, the spouse, dependent children and parents that are permanent residents of U.S.A. Annual members will be admitted at reduced rates to the regular events organized by CTMM.
  - 1.1.2. Special Memberships: The executive committee - as defined in section 2 - will have the rights to modify rules of membership, including but not limited to, membership fees, types of memberships, and the qualifications for the types of memberships. These changes, with the exception of the definition of voting vs. non-voting member as identified in section 1.2, will be within the powers of the executive committee and will not be considered as constitutional amendment.
  - 1.1.3. Annual membership fees: The executive committee will decide the annual fee from year to year if necessary.
- 1.2. A voting member must be a resident of the state of Connecticut. Non-voting membership is available for non-residents of Connecticut.
- 1.3. For the purposes of membership and administration a calendar year will start on January 1 and end on December 31.
- 1.4. The executive committee will decide on the membership dues for the following year. While Patron membership dues may change from year to year for new Patron members, existing members will not pay the changed membership fees until the current duration of their membership ends.

- 1.5. CTMM will typically organize four regular events each year and may organize additional special events. Reduced / Free admission for Annual and Patron members may not apply for special events.

## Chapter 2: Executive Committee

- 2.1. The general body of the CTMM shall consist of Connecticut resident members over the age of 18 years, who have paid their annual dues. The general body shall elect an Executive Committee to manage all the affairs of CTMM as defined by the bylaws of the constitution.<sup>1</sup>

The executive committee shall take decisions on all financial matters within the resources of CTMM. The executive committee shall consist of four executive officers and five executive members.

- 2.1.1. Executive Officers:

- 2.1.1.1. President
- 2.1.1.2. Vice President
- 2.1.1.3. Treasurer
- 2.1.1.4. Secretary

- 2.1.2. Executive Members

- 2.1.2.1. Five Executive members.

- 2.1.3. Terms of office:

- 2.1.3.1. All Executive Officers for two consecutive calendar years. No more than two consecutive terms for an officer in the same capacity. No life-time limit on number of terms. A person may be elected an officer more than twice as long as the limitation on consecutive terms is observed.

- 2.1.3.2. Executive Members: Two consecutive years, limitation on terms same as those for the officers. Executive Members will be nominated by the Executive Officers.

- 2.2. The executive committee shall call a "General Body Meeting" every other year for election of the Executive Committee for the following two years. This meeting can be a special meeting or can be conducted during the regularly scheduled event.

- 2.2.1. Outgoing Executive Officers will appoint an election officer to conduct the election.

- 2.2.2. Notice to seek nominations will be given at least twenty-one-days prior to the election date. The notice will also specify the details for filing the nomination.

- 2.2.3. Every voting member can nominate himself or herself to be elected to the Executive Committee and should be seconded by at least one other voting member. The seconding member can not be a spouse of the nominee.

- 2.2.4. The nominations must be received at least one week before the election date.

- 2.2.5. The nominations will be announced at least three days before the election date on the CTMM web-site and / or via individual e-mails to members. Members are responsible for notifying the correct e-mail address to CTMM secretary.

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<sup>1</sup> In order to allow for the administrative structure and membership to be in place, the years 2007 (the year CTMM was formally registered) and 2008 will be exempt from this rule. Membership drive will be initiated in 2007 and first election shall be conducted in later part of 2008, with the elected Governing Body to start functioning effective January 1, 2009.

- 2.2.6. The election will be conducted by voting during the meeting as well as by voting members sending the proxy electronically via e-mail no later than the day of the election. A member may vote either during the meeting or via e-mail.
- 2.3. In case of any vacancy arising in the executive committee, the president will have the authority to appoint any member for the remainder of the tenure of the vacant position. The vice president should become the president's should the president's position become vacant.

## **Chapter 3: Administration**

- 3.1. All records of the meetings and accounts shall be kept in English
- 3.2. The treasurer shall publish an income-expenditure report once a year at the end of the fourth quarter.
- 3.3. President shall be responsible for the general guidance on the affairs of the CTMM, and will preside over the general body and the executive committee meetings. In the absence of the President, the right to preside the meeting will be in the following order:
  - 3.3.1. The Vice-President
  - 3.3.2. The Secretary
  - 3.3.3. A member elected by the simple majority of the members of the committee.
- 3.4. The Secretary shall maintain all the correspondence and records of the CTMM in good order, shall notify the members, the time and place of the meetings, and the time and place of the events arranged by the CTMM.
- 3.5. The Treasurer shall keep an account of the finances of the CTMM and submit the necessary information to the revenue services.
- 3.6. The executive officers shall maintain a bank account in CTMM's name and will have the authority to disburse funds. The treasurer will disburse incidental expenses up to \$300, as approved by the executive committee. Any expenditure beyond \$300 will require signatures of at least two executive officers.
- 3.7. The treasurer will be in charge of tracking funds for membership, charities and unique events.
- 3.8. Executive Members will help with the general affairs of the CTMM and assist the executive officers.
- 3.9. The executive committee may appoint member or members to form sub-committees to coordinate and delegate ad-hoc cultural, fundraising and other events.
- 3.10. The Executive Officers shall decide the registered address of the CTMM and can be changed as necessary.
- 3.11. In the event of the liquidation, dissolution, or termination of the corporation, any assets and property remaining after payment of creditors and necessary expenses of liquidation, dissolution or termination shall be distributed to an organization organized for a public or charitable purpose, a religious corporation, the United States, or to an organization which is recognized as exempt within the meaning of section 501(c)(3) of the Internal Revenue Code of 1986, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose in the manner determined by the Executive Committee.
- 3.12. During the functioning of CTMM, there may be one-time, incidental or special situation for which a prompt decision will be needed. In such cases, with regard to the

situation and where the resources do not pertain to finances, the President can take appropriate decision in consultation with the Treasurer and the Secretary, provided that:

3.12.1. Either the Treasurer or the Secretary agrees with the decision and

3.12.2. The decision is conveyed to the full committee at the first opportunity or within thirty days, whichever is earlier.

3.13. Due to practical difficulties of scheduling a cultural program during the beginning of the committee year, it is recommended that each committee arrange the first program for the next year. In doing so, the committee should use the same criteria as they would consider for a program that they would arrange for themselves as part of their cultural calendar.

3.14. Sponsorships: The executive committee has the sole authority to approve all request for sponsoships for an event or part of the event from organizations and / or individuals. The Executive committee will approve sponsorships in a manner to avoid any conflict between the Sponsorer's expectations and CTMM's goals.

## **Chapter 4: Advisory Council**

4.1. The Executive Committee may nominate to the Advisory Council, up to five members of CTMM. These advisors should meet the following requirements:

4.1.1. Are in good standing orders of the rules and regulations of CTMM.

4.1.2. Are considered very helpful for current and future functioning of CTMM.

4.2. The nomination shall be by a simple majority by the Executive committee.

4.3. The tenure of each member shall be at the discretion of the Executive committee.

4.4. The members of the advisory council will suggest, advise and guide the Executive Committee, regarding the overall functioning of CTMM, if and when felt necessary, by any member of the Advisory Council.

4.5. The Advisory Council cannot make any binding rules, regulations or suggestions regarding the day-to-day functioning of the CTMM by the Executive Committee.

## **Chapter 5: Amendments**

5.1. The constitution or by-laws may be amended or new ones added, by mail or in a meeting, only by a two-thirds majority of all voting members, certain exceptions as specified in 5.4.3 shall apply.

5.2. The executive committee may initiate any amendments it deems necessary for better functioning of CTMM.

5.3. A group of voting members, with signed consent of a third of the voting members may petition the executive committee for an amendment. As long as the petition has signed consent of over a third of the voting members, the Executive Committee will formally initiate the amendment process.

5.4. Amendment process:

5.4.1. Executive committee will initiate the amendment process by notification of the proposed amendment to all voting members via e-mail.

5.4.2. Executive committee will have a choice of convening a general body meeting and/or electronic voting within 60 days of the notification for amendment.

5.4.3. In case of poor voter turn-out, the executive council may conduct up to two additional voting rounds, separated by 30 to 45 days each. As long as the voter turn

- out exceeds 66% of the total voting members, a two thirds majority of the voter turn out supporting the amendment can be considered sufficient to effect the amendment.
- 5.5. If after two notifications adequate response is not received from the members, a simple majority of the voting members, would be considered adequate for amendment.