

BOARD OF DIRECTORS

1. Board of Directors, Executive Committee or Board, shall mean the Board of Directors of the Society, also referred to as the officers of the Society. The Board shall comprise of President, Secretary, Treasurer, Cultural coordinator, Youth coordinator and immediate Ex-President.
2. The Board shall, subject to the bylaws or directions given to it by majority vote at any meeting properly called and constituted, have full control and management of the affairs of the Society, and meetings of the Board shall be held as often as may be required, and shall be called by the President. A special Board meeting may be called on the instructions of any five members provided they request the President in writing an email to call such meeting, and state the business to be brought before the meeting. Meetings of the Board shall be called with a minimum of 7 days notice, or sooner at the discretion of the President, emailed to each Board member. Any three members of the Board shall constitute a quorum for Board meetings. At least 25% of members in good standing are required to constitute a quorum for an Annual General Body Meeting.
3. A person appointed or elected as an Executive committee member/Director, becomes a Director if he/she was present at the meeting when being appointed or elected, and accepted the appointment. He/she may also become a Director if he/she was not present at the meeting but consented in writing to act as Director before the appointment or election, or within ten days after the appointment or election, or if he/she acted as a Director pursuant to the appointment or election.
4. Any director or officer may be removed from office for any cause which the Society may deem reasonable. This will require a two-third majority vote of all members present at such a meeting, in favour of such expulsion.

MEMBERSHIP

5. Membership fee changes for the Society shall be determined from time to time, by the members at the Annual General Body Meeting (AGM). Any person interested in Telugu culture and residing in Alberta, and having attained the age of majority, may become a member upon payment of the prescribed fee. Children & youth who are enrolled full-time in any academic institution and/or not employed full-time are exempt from membership fee and may continue as dependents of their respective family membership. However, the Board may choose to waive the membership fee on case by case basis and from time to time. Children, who have attained the age of majority, are gainfully employed and continue to live with their parents may become a member upon payment of the prescribed fee.
6. Any member wishing to withdraw from membership may do so upon a notice in writing to the Board through its Secretary. The annual membership dues for the year are to be paid by Diwali function of the prior year. If any member is in arrears for fees for any year, such member shall be automatically suspended at the expiration of six months from the end of such year and shall thereafter be entitled to no membership privileges or powers in the Society until reinstated. A member may be expelled from the Society for any reasonable cause. This will require a two-third majority vote of all members present at such a meeting, in favour of such expulsion.
7. A member in 'Good Standing' is a member who participates as a volunteer and/or organizing committee member at least once a year or as often required by the Executive Committee on an equitable basis to all members, paid his/her annual dues, contributes to any voting process, to pass/approve motion.

PRESIDENT

8. The President shall be ex-officio a member of all Committees. He/she shall, when present, preside at all meetings of the Society and of the Board. In his/her absence, the Secretary shall preside at any

such meetings. In the absence of both, a chairperson may be nominated by the President or Secretary prior to the meeting to preside.

SECRETARY

9. It shall be the duty of the Secretary to attend all meetings of the Society and of the Board, and to keep accurate minutes of the same. He/she shall have charge of the Seal of the Society, if any, which whenever used shall be authenticated by the signature of the Secretary and the President, or, in the case of the death or inability of either to act, by another Executive Committee member. In case of the absence of the Secretary, his/her duties shall be discharged by such officer as may be appointed by the Board. The Secretary shall have charge of all the correspondence of the Society and be under the direction of the President and the Board.
10. The Secretary shall also keep a record of all the members of the Society and their addresses, send all notices of the various meetings as required

TREASURER

11. The Treasurer shall collect membership dues, receive all monies paid to the Society and be responsible for the deposit of same in a financial institution as the Board may choose. He/she shall properly account for the funds of the Society and keep such books as may be directed. He/she shall present a full detailed account of receipts and disbursements to the Board whenever requested and shall prepare for submission to the Annual Meeting a statement duly audited of the financial position of the Society and submit a copy of same to the Secretary for the records of the Society. The Office of the Secretary and Treasurer may be filled by one person if any annual meeting for the election of officers shall so decide.

AUDITING

12. The books of account of the Society shall be audited at least once each year either by a duly qualified accountant or by two members of the Society in good standing selected for that purpose at the Annual Meeting. A complete and proper statement of the standing of the books for the previous year shall be submitted by such auditor at the Annual Meeting of the Society. The fiscal year of the Society in each year shall be December 31.
13. The books and records of the Society may be inspected by any member of the Society at the Annual Meeting or at anytime upon giving reasonable notice and arranging a time satisfactory to the officer or officers having charge of same. Each member of the Board shall at all times have access to such books and records.

MEETINGS

14. This Society shall hold an Annual General Meeting on the first weekend of October in each year, of which notice in writing by email to each member 10 days prior to the date of the meeting. At this meeting there shall be elections for a President, Secretary, Treasurer, Cultural Coordinator and Youth Coordinator. The officers and directors so elected shall form a Board, and shall serve until their successors are elected and installed. Any vacancy occurring during the year shall be filled at the next Board meeting. Any member in good standing shall be eligible to any office in the Society.
15. Following is the time line for the election process.
 - September 1: Nominations will be called for by the President.
 - September 15: Deadline for the receipt of nominations.
 - September 21: Deadline to withdraw nominations.
 - October 1st weekend: Election Day, during the AGM.

If there is more than one candidate for any office or position, an election will be held by secret "paper ballot". For uncontested positions, the nominee will be declared as the elected officer by acclamation.

If no candidate comes forward for a position by the deadline for nominations, the current officer for that respective position may continue for another term at his/her willingness in the interest of the Society. The paper ballots and any other documents relating to the election shall be destroyed two weeks after the election date, notwithstanding any challenges.

16. At least 25% of total members in good standing present shall constitute a quorum at any meeting.
17. Special Meetings may be called for by the President, on his/her own or on petition by the members. Such meetings shall only be called for under extraordinary circumstances to discuss matters of urgency and high priority, that can otherwise not wait until the next annual general meeting. Notice of such special meeting(s) shall be given in writing by email to each member 21 days prior to the date of the meeting.

VOTING

18. Any member in good standing (for at least 90 days prior to the election date) shall have the right to vote, when necessary, at any meeting of the Society. Such votes must be made in person or by a proxy along with an authorization letter addressed to the President.

REMUNERATION

19. Unless authorized at any meeting and after notice for same shall have been given, no director, officer or member of the association shall receive any remuneration for his/her services.

CONFLICT OF INTEREST

20. All executive members, on appointment, should disclose all the companies / organizations both for profit and non-profit that they are associated with. If during their tenure in the executive committee, if there is any decision or voting that involves any of these organizations, then they should exclude themselves from the decision-making or voting.

BORROWING POWERS

21. Based on the size of the membership there should not be any need to borrow any monies and other instruments of transaction. However, when and if a need arises the Board along with a membership quorum of at least 60% may come to consensus to borrow for the exclusive benefit of the Society at an AGM.

DISPUTE RESOLUTION

22. Any internal disputes or issues shall be dealt by the executive committee. If required, the executive committee shall take the guidance of other members in good standing or non-members (preferably from the Telugu community at large) as deemed appropriate. Further, if required, the executive committee may set up a formal arbitration committee, comprising of any three members independent of the dispute and considered as capable of dealing with the dispute in a reasonable manner with an objective state of mind for dealing with such matters. All members agree to be bound by the arbitration decision. Arbitration is the only way to resolve all internal disputes.

BYLAWS

23. The Bylaws may be rescinded, altered or added to by a "Special Resolution" during an annual general meeting. Notice to vote on such special resolution will be sent by e-mail at least 21 days before the meeting date. At this meeting, a minimum of 75% of the members must vote in favour of this special resolution.