

Telugu Literary and Cultural Association

CONSTITUTION AND BY-LAWS
(As amended by the general body on February 3 2007)

ARTICLE I: NAME

The name of the organization shall be the Telugu Literary and Cultural Association, New York.

ARTICLE II: AIMS AND OBJECTIVES

The aims and objectives of the Association shall be:

- (a) To promote Telugu Literary and Cultural Activities,
- (b) To encourage and to develop creative technical literature in Telugu,
- (c) To create and promote understanding and cooperation between Telugu speaking people and others,
- (d) To provide financial aid to needy students,
- (e) To provide financial aid to Philanthropic, educational and scientific institutions, hospitals, and any or all charitable activities.

The Association shall have power to raise funds for the above purposes and

- (f) To effect and carry out the purposes of this association and the doing of any and all things necessary or incidental thereto, to do any other act or thing incidental to or connected with the foregoing purposes or in advancement thereof, but, not for the pecuniary profit or financial gains of its members, directors, or officers.

ARTICLE III: MEMBERSHIP

- (1) The membership of the Association shall consist of all those who subscribe to the Aims and Objectives of the Association, and paid the dues.
- (2) All members shall have the same rights and privileges including voting and serving on the standing committees of the Association.

ARTICLE IV: EXECUTIVE COMMITTEE

1. The Executive Committee shall consist of the following officers: President, Vice-President, Secretary, Joint Secretary and Treasurer and Seven Committee members elected. In addition, the immediate past President will serve as an Ex-Officio member of the Executive Committee. If the past President cannot serve for any reason, the vacancy will be filled by increasing the elected Committee members from seven to eight.
2. The Executive Committee shall fill all vacancies in the committee by majority vote of the Executive Committee members present at a meeting of the Committee.
3. The Executive Committee shall manage the affairs of the Association and shall call meetings, establish policies, invest and administer the funds of the Association.
- 4a. The Executive Committee shall be responsible for the Publication of the monthly news Journal-Telugu Velugu - to publicize information of interest to the TLCA membership and promote the aims and objectives of the Association.
- b. The Executive Committee shall entrust the responsibility of the editorship to a qualified and responsible TLCA member (in good standing) with all the attendant privileges needed for efficient and proper running of the Journal.
- c. The editor shall select a liaison from the Committee to coordinate the Journal efforts.
- d. The Executive Committee will have the responsibility of managing the financial aspects of the Journal such as bringing in advertisements for revenue, expenditures incurred for printing and circulation, etc.

ARTICLE V: ELECTION OF OFFICERS AND MEMBERS OF THE EXECUTIVE COMMITTEE

1. Eligibility to vote and stand for office is limited to **Life Members** in good standing for a period of at least six months prior to the date of the election.
2. The terms of office for all members of the Executive Committee shall be one election year from the date of election.
3. Candidates contesting for the President should have served as a member (office bearer) of the Executive Committee for at least one term. No member of the Executive Committee may be elected for more than three consecutive terms for the same office.
4. At least three weeks before the annual General body meeting, the Secretary shall send a copy of the list of names of all members existing to date to all the members along with the notice of the election.
5. There shall be one vote for each husband and wife of a membership family for all voting purposes. Institutional membership has no voting rights.
6. There shall be no proxy voting.
7. The Chairperson of the Board of Trustees, in conjunction with the Executive Committee shall appoint an Election Committee consisting of three members who do not seek elective office in TLCA for the upcoming year. The election committee shall determine whether the nominees meet the qualifications stated above and ascertain their willingness to stand for office. The election Committee shall be responsible for the proper conduct of elections.

At the annual General Body meeting, a Chief -Election Officer appointed by the Election Committee will conduct open elections by secret ballot. The Chief-Election Officer may appoint tellers and solicit such other help as may be necessary for conducting the elections properly.
8. The results of the election shall be announced immediately after the election. In the event of a tie vote for nay office, a re-election for that particular office shall be conducted immediately after the votes are counted and the results are announced.

ARTICLE VI: CHANGES IN CONSTITUTION

1. No article shall be added to this Constitution and no part shall be amended or annulled except by formal proposal, followed by an opportunity for discussion at the business session of an annual meeting of the Association and by secret ballot.
2. Proposal of a change may be made by the Executive Committee or by a petition to the President signed at least by fifteen members of the Association.
3. The Secretary shall distribute copies of the proposed change to all voting members of the Association not less than three weeks before an annual meeting.
4. The adoption of the proposed change shall require the affirmative votes of not fewer than two-thirds of the voting members, as tallied by the President or his appointee.
5. The amendment or change shall become effective immediately after adoption by the General Body.

ARTICLE VII: BY-LAWS

1. By-Laws may be adopted, annulled, or amended in the manner set forth in ARTICLE VI for changes in the Constitution.
2. The adoption of proposed changes in By-Laws shall require the affirmative votes of a majority of the voting members present at a business session of a meeting of the Association.

ARTICLE VIII: COMMITTEES

1. The President, with the consent of the Executive Committee, shall appoint the following standing committees: (a) Membership Committee (b) Literary and Cultural Activities Committee, (c) Public Relations Committee, (d) Women's Committee and (e) Library Committee.
2. The president, with the approval of the Executive Committee, may appoint such other committees as may be necessary or appropriate to the conduct of the Association affairs.
3. The standing committees or any other committees appointed by the President shall conduct their business in accordance with such standing rules as the Executive Committee may adopt for their guidance.

ARTICLE IX: MEETINGS

1. At the annual General Body meeting, there shall be a business session for reports of the members of the Executive Committee, for reports of the Chief Election Officer on the election of the members of the new Executive Committee, for consideration of changes in the constitution and By-Laws, and other items of business. There shall be an annual General Body meeting of the Association to be held at least once in fifteen months, the exact date is to be determined by the Executive Committee.
2. Other meetings of the Association may be called at such times and in such manner as may be determined by the Executive Committee and business sessions may be scheduled at such meetings.
3. Meetings of the Executive Committee shall be called in conjunction with meetings of the Association and shall be called at such other times as may be requested by the President or by three other members of the Executive Committee. A majority of the Executive Committee shall constitute a quorum for an Executive Committee meeting.

ARTICLE X: BOARD OF TRUSTEES

OBJECTIVES AND CHARGES SHALL BE

1. To look after the long term welfare, growth and goals of TLCA Executive Committee on matters of long term interest, without any interference in the day-to-day activities.
2. To study and advise on the long-term financial aspects of TLCA.
3. To advise on the development of facilities for Literary and Cultural activities such as a building or an auditorium.
4. To be responsible for the proper conduct of elections for the Executive Committee of TLCA under the guidelines set forth in Article V.
5. To meet at least once in three months to discuss and conduct business.
6. To meet with Executive Committee at least once a year to discuss the welfare of TLCA; the President or the Chairperson of the Board may call for additional meetings between the Board of Trustees and the Executive Committee.
7. To present an annual report on the activities of the Board of Trustees at the annual general body meeting of TLCA.

MEMBERSHIP AND TERMS OF OFFICE

1. All members of the Board of Trustees shall be life members of the organization.
2. The terms of office for all Board of Trustees shall be three years from the date of election. No member of the Board of Trustees may be elected for more than three consecutive terms for the same office.
3. There shall be a total of 6 trustees elected to the Board. One trustee shall be elected from past presidents of the organization. The Trustees shall be elected to serve a staggered term of office.

4. Life Trustee: Contribution of \$10,000 or more to TLCA is required. A minimum of \$1,000 payment per year with the total sum to be paid in 5 years.

NOMINATION AND ELECTION

Procedures for nomination and election of the Board of Trustees will be in accordance with ARTICLE V of the TLCA Constitution.

OFFICERS: The Officers of the Board of Trustees shall be Chairperson, Vice Chairperson, Secretary and Treasurer. All the officers shall have one-year term of office coinciding with that of the Executive Committee. The Secretary shall maintain the records, keep the articles of the Board and shall carry out such other duties that pertain to this office. The Treasurer shall prepare the budget for the Board and carry out such other duties that pertain to this office.

Any vacancy in the Board of Trustees shall be filled via election by the general body at a regular business meeting. The elected member shall complete the rest of the term of office of that position.

BYLAWS

ARTICLE I: MEMBERSHIP AND DUES

Membership is open to families, individuals, students and organizations who accept and agree to foster the aims and objectives of TLCA. Membership is subject to review by the Executive Committee before it is accepted.

The Executive Committee and the Board of Trustees may bestow Honorary Life Membership to deserving dignitaries; such honorary life membership shall have all the rights and privileges of a regular life membership except the voting rights.

Dues for Calendar Year (Jan 1 - Dec 31)	Student	Single	Family
New Membership	\$5.00	\$12.00	\$15.00
Renewal	\$5.00	\$10.00	\$12.00
Life Membership	\$125.00		
Institutional Membership	\$125.00 per year with no voting rights.		

ARTICLE II: SEVERANCE OF MEMBERSHIP

1. A member may resign by submitting a written resignation to the Secretary. Subject to approval of the Executive Committee, a resigned member may resume his membership upon payment of current dues plus admission fee.
2. If the dues of any member remain unpaid beyond reasonable time, as determined by the Executive Committee, his name shall be removed from the membership roll after due notice.

ARTICLE III: AFFILIATIONS

1. The Association may affiliate with other organizations whose aims and objectives are consistent with ARTICLE II of the Constitution of the Association.
2. The Association may cooperate with other organizations as may be consistent with the Constitution, By-Laws, and rules of the Association. Such cooperation may include reciprocal reduction in dues, share in the proceeds of the common activity, concession or discounts to members, etc.

ARTICLE IV: RULES OF ORDER

1. The rules contained in ROBERT'S RULES OF ORDER shall govern the parliamentary procedure of all meetings of the Association and the Executive Committee, in all cases to which they are applicable, and in which they are consistent with the Constitution, By-Laws and rules of the Executive Committee and Association.