

Nandi Kannada Koota of South Florida Inc.
A Florida Not for profit Corporation

BY LAWS

Article I - Name

- 1.1 The name of the organization shall be Nandi Kannada Koota of South Florida, Inc., hereinafter called the Kannada Koota in these by laws.

Article II - Objectives

- 2.1 To cultivate, promote, foster and develop the advancement of the knowledge of Kannada language, literature, and culture among Kannada speaking families especially children.
- 2.2 To promote fellowship among all Kannada speaking people and promote harmony and unity in the preservation of Kannada culture, language and literature.
- 2.3 To preserve and protect the interest and integrity of Kannada culture, and foster the exchange of ideas and understanding between the peoples of Kannada culture and other cultures.
- 2.4 To organize and participate in Kannada educational, cultural, social and charitable activities.
- 2.5 To be a non partisan, secular and non political organization

Article III - Office

- 3.1 The office of the Kannada Koota shall be located at 4901 Godfrey Road, Coral Springs, FL 33076 or at any other place as may be decided by the Board of Directors.

Article IV - Membership

- 4.1 The membership of the Kannada Koota will be open to every one who is desirous of promoting and following its objectives and is residing in South Florida.
- 4.2 The Board Directors may disapprove the membership of any individual whose objectives are opposed to or not in harmony with the objectives of the Kannada Koota. Such disapproval shall be ratified by the General body either at a special meeting called for that purpose or the next annual general body meeting where the matter will be included in the Agenda for said meeting.
- 4.3 The membership will be classified as single, family and student. The family membership will consist of husband and/or wife and their dependant children under the age of twenty three. A student member must be a full time student and working towards a degree or Associate degree or diploma.

- 4.4 Any member whose activities are not considered to be consistent with the objectives of the Kannada Koota and are harmful or likely to be harmful to the best interest and welfare of the Kannada Koota, may be expelled, on the recommendations of the Board of Directors, by a two-thirds majority of members of Kannada Koota present and voting in a general body meeting where the matter is included in the Agenda and its inclusion is notified to all the members.
- 4.5 The annual dues of the Kannada Koota is \$25 per year for family membership, \$15 for Single member, and \$10 for student member, unless the same are revised by the general body at the recommendation of the board of directors. A person or a family paying a lump sum of \$250 shall be deemed as life member/s and he/she need not pay any further annual membership fees in his/her life time. The annual dues shall be payable by January 31 of each fiscal year or by any other date as extended by the board of directors. Two reminders by either email or telephone, or facsimile or U.S. mail with an interval of 15 days between them will be sent to those who have not paid the annual dues by Jan 31 of the fiscal year. If the dues are not paid within 15 days of the second reminder the person concerned shall forfeit his/her membership till such time all outstanding dues are fully paid. The fiscal year of the Kannada Koota will be January 1 to December 31 of each calendar year.

Article 5 - Officers

- 5.1 The officers of the Kannada Koota shall be the President, a Vice President, a Secretary, and a Treasurer and such other officers as may be decided by the Board.

Article 6 - Board of Directors

- 6.1 The Board of Directors of the Kannada Koota for any fiscal year shall consist of the Officers and no more than three other directors, one each from County of Miami Dade, Broward and Palm Beach to be elected by the General body.
- 6.2 The President shall act as the Chairman of the Board of Directors.
- 6.3 The Board of directors shall lay down policies and manage the Kannada Koota within the frame work of the articles and by laws of the Kannada Koota..

Article 7 - Election and Term of Office

- 7.1 Each member who is more than eighteen years of age and has been a member for at least three months as of June 30th of the election year, is in good standing and is eligible to vote.
- 7.2 Three Returning officers shall be elected by the Board of Directors and lay down the procedure and conduct elections to the officers and directors with approval of the Board.
- 7.3 The officers and the directors shall be elected by the General membership of the Kannada Koota.
- 7.4 The term of officers and directors shall be for a period of two year.

- 7.5 After two consecutive terms, an officer shall be eligible for re-election to any office only after a two years of gap.
- 7.6 In case of retirement, resignation or permanent absence of any Officer or Director, the Board of Directors shall fill in the vacancy for the unexpired portion of the term by appointing any eligible member. Such appointments shall be notified to all Kannada Koota members in an appropriate manner to be decided by the Board of Directors.
- 7.7 An Officer or Director may be removed by the Board of Directors if he/she is absent from three consecutive meetings of the Board or functions organized by the Kannada Koota.
- 7.8 Nomination for the officers and the directors shall be received by the Returning Officers prior to election meeting. Nominations shall also be received from the floor at the meeting.
- 7.9 Nominees for the Office of President and Vice President shall be members of the Kannada Koota at least for two years preceding June 30 of the election year.
- 7.10 A family shall have two votes one for each spouse to be cast in person on any matter to be decided at any meeting, including election of officers and directors of the Kannada Koota. No postal or proxy ballot is permissible.
- 7.11 The voting may be by a show of hands or a secret ballot as may be decided by the Returning officers.
- 7.12 The election of the officers shall be declared first and thereafter the remaining directors of the Board.
- 7.13 Only one member of a family shall be eligible to hold any office for a given term.
- 7.14 Any member shall be eligible to contest for only one office/director for a given term.

Article 8 - Duties of officers

- 8.1 **President**
- 8.1.1 The President shall call and preside at all meetings of the General body and the Board of Directors of the Kannada Koota.
- 8.1.2 He/she shall present a report of Kannada Koota's activities during the year at the annual general body meeting.
- 8.1.3 He/she shall appoint, with prior approval of the Board, the members of all the Committees of the Board.
- 8.1.4 He/she shall execute all documents in the name of and on behalf of the Kannada Koota.
- 8.1.5 He/she shall ensure that all accounts, reports, statements, minutes and other papers are

properly kept and filed in accordance with these bylaws and any State and Federal laws.

8.1.6 He/she shall make arrangements to carry out the duties of the Vice President, Secretary, and/or Treasurer during their absence.

8.1.7 He/she shall enforce the bylaws, perform all duties incidental to his office and such other duties as may be imposed on him by the Board of Directors as deemed necessary under these bylaws.

8.2 **Vice President**

8.2.1 The Vice President shall perform all of the duties of the President during his/her absence and any other duties that may be assigned to him/her by the Board of Directors and the President.

8.3 **Secretary**

8.3.1 The Secretary shall carry out his/her duties under the direction of the Board.

8.3.2 He/she shall be responsible for recording and maintaining of minutes of all meetings of the Board of Directors and the General Body.

8.3.3 He/she shall sign and receive all correspondence on behalf of the Board of Directors and report them to the Board at its next meeting unless it requires emergency action.

8.3.4 He/she shall send notices of all general and special meetings of the General membership and any special events of the Kannada Koota.

8.3.5 He/she shall file any reports or statements or any other documents required by the Local Government, County, State and Federal laws.

8.3.6 He/she shall have the custody of all records, documents, minutes and papers of the Kannada Koota and maintain them properly and securely. He/she shall maintain an up-to-date list of all members of the Kannada Koota.

8.3.7 He/she shall perform such other duties as may be assigned to him/her by the Board of Directors within the framework of these bylaws.

8.4 **Treasurer**

8.4.1 The Treasurer shall make, countersign and endorse in the name of Kannada Koota all checks, notes and other orders for the payment of money as authorized by the Board of Directors.

8.4.2 He/she shall have charge and custody of all funds received on behalf of the Kannada Koota and shall deposit such funds in the name of the Kannada Koota in such Banks as may be authorized by the Board of Directors. Funds shall be deposited within five days of its receipt and a receipt issued to the contributor of such funds.

- 8.4.3 He/she shall maintain account books, records of receipts, disbursement and other financial transactions made on behalf of the Kannada Koota in the manner prescribed by the Board of Directors.
- 8.4.4 He/she shall present an up-to-date report on the accounts of the Kannada Koota at the meetings of the Board of Directors and present annual accounts to the general body at its Annual meeting or at such other time as may be required by the Board of Directors.
- 8.4.5 He/she shall perform all duties incident to his office and such other duties as may be assigned to him/her by the Board of Directors within the framework of these bylaws.

Article 9 - Committees

- 9.1. The Board of Directors of the Kannada Koota may constitute Committees consisting of members of the Kannada Koota to carry out the objectives of the Kannada Koota such as Drama Committee, Education Committee, Music Committee, Arts Committee etc. The composition of these committees and duties shall be decided by the Board of Directors.
- 9.2 The report on the activities of the committees shall be included in the annual report presented to the members at the annual general body meeting.

Article 10 - Meetings

10.1 Annual meeting of the Kannada Koota

- 10.1.1 The Annual meeting of the general membership of the Kannada Koota shall be held every year in the month of November, the actual date to be decided by the Board of Directors. Special meetings of the general body may be called any time by the Board of Directors or at the request of 20% of the general membership of the Kannada Koota.
- 10.1.2 Notice of annual meeting and special meeting with the Agenda for the meeting shall be sent at least two weeks prior to the date of the meeting to all members of the Kannada Koota on record by e mail or regular mail.
- 10.1.3 Annual report on the activities of the Kannada Koota during the year and the annual accounts of the Kannada Koota, both in writing, shall be presented to the members at the annual meeting of the general membership.

10.2 Meetings of the Board of Directors

- 10.2.1 The Board of Directors shall meet at least four times a year.
- 10.2.2 Agenda and the Notice of the meeting of the Board of Directors shall be prepared by the Secretary with the approval of the President and shall be sent to all the members of the Board of Directors in accordance with the procedures laid down by the Board of Directors.

10.2.3 The President or a majority of the members of the Board of Directors shall call a meeting of the Board of Directors.

10.3 **Quorum**

10.3.1 15 members of the Kannada Koota shall constitute the quorum for the meeting of the general membership.

10.3.2 A majority of its members shall constitute a quorum for the meeting of the Board of Directors.

10.4 **Decisions of General Body and Board of Directors**

10.4.1 All decisions of the General Body and the Board of Directors shall be in the form of a resolution passed by a majority of members present and voting at the meeting in which a decision is taken. No postal or proxy voting will be allowed for any reason whatsoever.

10.4.1 No officer or Director may vote on any matter on which he has a personal interest which would give rise to a conflict of interest.

10.5 **Roberts Rules of Order**

10.5.1 Any questions or disputes regarding the conduct of meetings of the general membership or the Board of Directors or the Committees shall be resolved in accordance the Robert's Rules of Order.

Article 11. - Audit of Accounts

11.1 The annual accounts shall be audited by an independent person authorized by the Board of Directors and the results of such audit report presented to the members at the annual meeting along with a report of any corrective action taken or to be taken by the Board of Directors to set right the deficiencies and defects.

Article 12 - Emergency Powers

12.1 The Board of Directors may take any emergency action that may be required to be taken to comply with State, County or Federal laws or a financial emergency, which may not be consistent with these bylaws, but must report the same to its members either through a letter or by calling a special meeting of the general membership.

Article 13 - Publications

13.1 The Kannada Koota may publish a quarterly news bulletin which shall be the official organ and property of the Kannada Koota. No articles or advertisements of a political nature shall be published in the news bulletin. An editorial committee consisting of Editor, Associate Editor and three sub editors and the President and the Vice president of the Kannada Koota shall be responsible for publishing the news bulletin.

Article 14 - Acquisition and Disposition of Assets

- 14.1 Any purchase of personal property by the Kannada Koota costing more than One thousand US dollars and any sale of such assets of the Kannada Koota whose book value as determined by a Certified Public Accountant is more than One thousand US Dollars shall require the majority vote of general membership at a meeting where the sale or purchase is specifically included in the agenda and due notice of the same is given to all members in accordance with these bylaws.
- 14.2 Any purchase or sale of real property to be acquired or sold by Kannada Koota shall require the majority vote of general membership at a meeting where the sale or purchase is specifically included in the agenda and due notice of the same is given to all members in accordance with these bylaws.

Article 15 – Interim Provisions

- 15.1 Notwithstanding any provisions to the contrary in these by laws, the Initial Directors and officers appointed at the incorporation of Kannada Koota shall hold office until elections are held pursuant to these by laws.
- 15.2 All the actions taken by the initial Board of Directors and officers of the Kannada Koota are ratified by the general body at its first meeting.

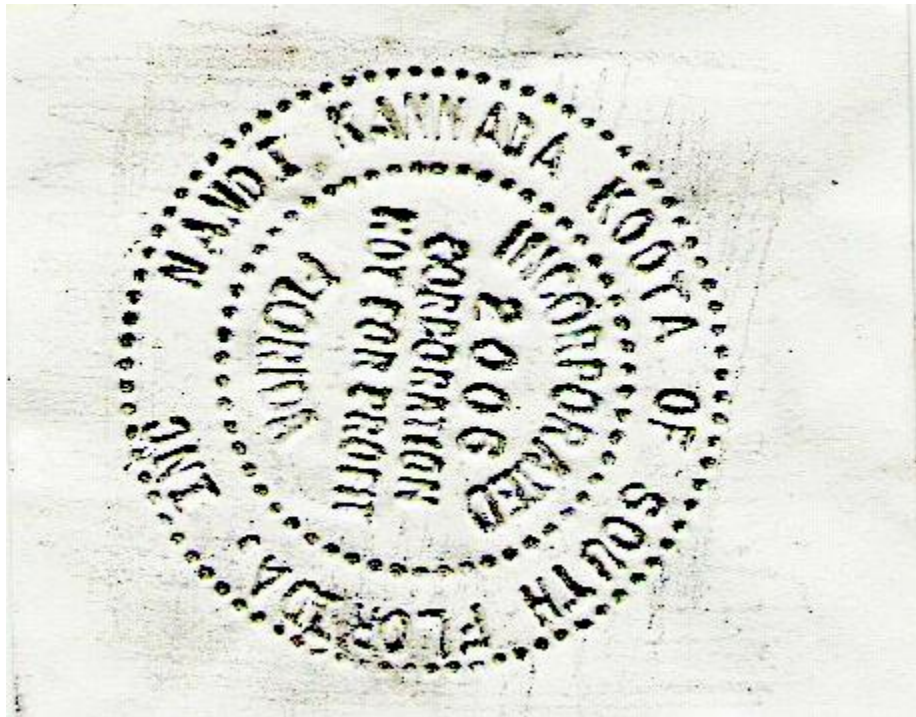
Article 16 –Logo and Seal¹

[¹Article 16 was added and approved by the General Body in 2007 meeting]

- 16.1 The Kannada Koota adopts the following figure as its official Logo.



16.2 The Kannada Koota adopts the following as its Seal



CERTIFICATE

THIS TO CERTIFY that the foregoing by laws of the Nandi Kannada Koota of South Florida, Inc. have been approved and adopted by the Board and the members.

IN WITNESS WHEREOF, the undersigned officers of the Nandi Kannada Kannada Koota of South Florida, Inc. has signed this Certificate and affixed the seal of the temple hereon this ____ day of _____ 2007.

Ramamani Suresh
President

Sreeranjini Raja
Secretary