



# America - Nepal Society

National Chapter

Washington, D.C.

*Established 1967*

Adopted Date: Sunday November 4, 2007  
During ANS annual meeting (Dashain Tihar mela)

## **Amendments to America Nepal Society of the United States By-Laws**

### **Article I**

#### **Name**

The name of the organization shall be The America-Nepal Society of the United States and will be also known as ANS. It shall be a non profit organization incorporated under the laws of District of Columbia, registered under section 501c IRS tax exempt.

#### **Article II**

##### **Background and Mission Statement**

The America-Nepal Society of the United States was founded in 1967 as a non profit organization working exclusively for charitable, literary and educational activities. The principal mission of the Society is to promote and foster good and friendly relationships between the peoples of the United States and Nepal. This includes fostering greater knowledge and understanding of literature, arts, cultures, values, manners, social customs, and other diversities or similarities among Americans and Nepalis in the United States. As set forth in the original By-Laws and Articles of Incorporation, the organization is a non profit working for charitable and educational purposes, and funds are not to be used for propaganda, political purposes, or influencing legislation. Many Americans and Nepalis have contributed their valuable time, efforts, and talent to foster and bridge the cultures, values, and other walks of life among Americans and Nepalis under the banner of the America-Nepal Society.

#### **Article III**

##### **Purpose**

The purposes of this organization are exclusively charitable, literary and educational and are listed below:

1. Fostering among Americans a greater knowledge and understanding of Nepali literature, art, science, folkways, social customs, economic and government patterns and practices and other facts relating to the diversities and similarities of the Nepali and American ways of life;

2. a. Fostering among Nepali nationals, including government officials, students and others visiting or temporarily living in the United States, a greater knowledge and understanding of American literature, art, science, folkways, social customs, economic and political patterns and practices and other facts relating to the diversities and similarities of the Nepali and American ways of life;
- b. ANS will organize many activities including but not limited to an annual picnic and a Dashain Tihar Mela to celebrate Nepali culture, customs and crafts.
- c. Local cultural organizations may work with ANS to organize cultural shows for special occasions and may also organize classes for children and adults on Nepali songs, music, dances and Nepali cooking
3. Carrying out the purposes as described above by the following means, within the limitations described above:
  - a. By presenting or sponsoring films, radio and television programs, public discussion groups, forums, panels, lectures, exhibitions and performances;
  - b. By providing reference materials and services for the public dissemination of Nepali literature and information concerning Nepal; and
  - c. By raising funds to help victims of disasters ( man made and natural) and community members at times of dire need precipitated by illness, deaths and other misfortunes.
  - d. By raising funds to set up small-scale development projects for the economically disadvantaged people.
  - e. By supporting non-partisan efforts to promote human rights and civil liberties.
  - f. By engaging in dialogue with other community organizations that have similar purposes and values.
4. By such other means as are suitable, within the limitations described above.

#### **Article IV**

##### **Membership**

###### 1. Regular

Persons demonstrating a sincere, constructive interest in furthering friendly relations between the United States and Nepal, and subscribing to the purposes of the Society as stated in the Articles of Incorporation, may become members after completing a Membership Application, and paying the annual dues.

###### 2. Life Member

Persons fulfilling the requirements of regular membership and paying a one time single payment per person or family.

###### 3. Corporate member

Companies or organizations may become members by fulfilling the requirements of the regular membership and paying the corporate membership rate.

###### 4. Benefactor

Persons who meet the requirements for regular membership, but wish to give further support to the Society may become Benefactors upon the payment of a sum of at least \$1000.00.

#### **5. Honorary**

Persons who have made a substantial contribution to the friendly relations of Nepal and United States, or to the fruitful public knowledge of the one country in the other, may be nominated for Honorary Membership, without fee, by the Executive Committee and elected by the members of the Society at the Annual Meeting or at a special meeting. The U.S. Ambassador to Nepal and Nepal's Ambassador to the United States shall be honorary members of ANS during their terms of office.

#### **6. Resignation**

Any member may resign by giving notice in writing to the Corresponding Secretary. Refunds of funds will not be made.

### **Article V**

#### **1. Officers**

- a. All officers shall serve without compensation for a two year term and shall be eligible to be reelected to the same position for one more consecutive term. No officer shall serve in the same position for more than two consecutive terms or four consecutive years.
- b. The officers of the Society shall be the President, the First and Second Vice-President, General Secretary, Secretary, Treasurer, and Communications Director.
- c. These officers shall be elected at the Annual Meeting of the Society.

#### **2. Duties of the officers:**

- a. The President shall preside at all meetings of the Society and of the Executive Committee and shall be responsible for the general supervision of the work of the Society.
- b. The vice presidents shall perform such duties and have such powers as may be delegated to them by the President with the advice of the Executive Committee. In the absence of the President, the First Vice President will serve and shall have the power to perform the duties of the President.
- c. The General Secretary shall keep and read minutes of the meetings, maintain an up-to-date roster of ANS members, send out notices of meetings, and be the custodian of all records of the society. Notice of annual and special meetings must be sent to all resident members three weeks in advance of the date. The Secretary will help the General Secretary in his or her duties and in his or her absence shall function as the acting General Secretary.
- d. The Communications Director shall publish "Aawaz," the mouthpiece of the organization at least twice a year, send out email newsletters to ANS members, and work with the webmaster to maintain the organization website up to date. .

- e. The Treasurer shall receive and be custodian of all funds of the Society and shall pay all bills upon authorization of the Executive Committee. He or she shall open and keep a bank account in the name of the America-Nepal Society of the United States. The Treasurer shall keep account of all funds of the society, of all monies received and disbursed, and shall submit a written report in full at the annual meeting of the Society, at intervals to the Executive Committee and at other meetings as required by the President. The books of the society shall be audited annually by a qualified firm or C.P.A. selected for that purpose by the Executive Committee. The Treasurer shall have a limitation on the amount expended on any single transaction. Such limitation shall be set by the Executive Committee.

### **3. Executive Committee:**

The Executive Committee shall consist of the elected officers of the Society who will be elected for a term of two years at the annual meeting of the Society and will be eligible for reelection for one additional term. The executive committee members receive no compensation, and their service will be entirely voluntary. The Executive Committee may appoint up to four members-at-large, who have special expertise to contribute to carrying out the duties of the Executive Committee. These members-at-large shall also serve on the Executive Committee.

### **4. Duties of the Executive Committee;**

The Executive Committee shall have authority to transact any necessary business between meetings, make recommendations as to policy and program of the Society, advise the President and fill vacancies that occur between elections. A majority of the Executive Committee shall constitute a quorum and a majority of those present shall decide issues. Written letters, emails and telephone calls shall be valid for the Quorum to discuss the agenda of the meeting. Written letters and printed copies of the emails will be valid for Proxy authority to vote on the issues under discussion in the meeting.

### **5. Executive Committee meeting**

The Executive Committee shall meet quarterly or as called by the President or any six members of the Executive Committee.

### **6. Written Consent**

Any action required or permitted to be taken at any meeting of the Executive Committee may be taken without a meeting, provided that prior to such action notice of the proposed action is mailed or telephoned to all members of the Executive Committee and a written consent there of is given by a majority of the members of the Executive Committee and such written consent is filed with the minutes of the Executive Committee.

### **7. Advisory Board**

An Advisory Board shall be formed to provide suggestions to the Executive Committee regarding the ANS and its operations and activities. Members of the Advisory Board shall be appointed by the Executive Committee and consist of at least five individuals: the immediate

past president of the ANS and former ANS presidents; one ANS life member; one member of the Friends of Nepal; and one (additional) woman.

## **Article VI**

### **Meetings**

1. **The ordinary meetings** of the society will be held at intervals as prescribed by the Executive Committee and the Program Committee, as suitable programs are prepared.
2. **The annual meeting** of the America Nepal Society shall be held each year in the Washington DC metropolitan area as determined by the Executive Committee. Advance notice of three weeks shall be given. The annual meeting is held to approve the general policies of the Society, to approve the balance sheet of the Society and to discuss any other matters that may be properly presented at the annual meeting. A quorum shall consist of one hundred members (general and life members combined). Should a meeting need to be adjourned for lack of a quorum, it shall be rescheduled for one month following, at which rescheduled meeting a quorum shall be fifty members (general and life members combined).
3. **Special meetings** may be called by the President or the Executive Committee upon the written request of 50 members, with the purpose of the meeting stated in the call, and no other business to be transacted.
4. **Notice of regular meetings and other** meetings can also be given by email, telephone calls, posting on the ANS website and announcements in the local Nepali media.

## **Article VII**

### **Nominations and Elections**

1. An Election Committee of five members of the membership at large shall be appointed by the President at least two months prior to the annual meeting of the Society. The President shall appoint one of these five as Chairperson. This committee shall invite nominations for all positions. Nominations can be made by any member and should include a letter from the nominee expressing his/her intention to serve and perform assigned duties if elected.
2. The committee shall check the eligibility criteria of the nominee and the voters, and shall supervise the elections at the ANS annual meeting. The nominees shall be full dues-paying ANS members for at least one year before the election and the voting members shall be members of ANS before one week of the election. The nominee for the President shall have the additional qualification of having served on the Executive Committee at least for one term.
3. After checking all the nomination papers, the committee shall compile a list of candidates for all positions. This list shall be sent with announcement of the annual meeting to all members. At the annual meeting, nominations from the floor may also be made. Persons nominated from the floor must sign a letter expressing their intent to serve and perform assigned duties if elected.

4. At the annual meeting of the Society a plurality vote shall elect and where there is only one candidate for an office or the exact number of the Executive Committee, the election may be made by a voice vote.
5. An election committee of not less than three members shall be appointed by the President prior to the annual meeting of the Society. This committee shall provide all election materials and shall act as tellers for the election.

### **Article VIII**

#### **Resignation**

Resignation from the Executive Committee must be in writing and received by the President or Executive Committee.

### **Article IX**

#### **Committees**

1. Standing committees shall include: cultural, membership, program, publicity, hospitality and finance and are appointed by the Executive Committee.
2. Special and ad hoc committees may be appointed by the President with approval of the Executive Committee.
3. All committees shall report to the Executive Committee, as directed by the President.

### **Article X**

#### **Parliamentary Authority**

Robert's Rules of Order, Revised, shall govern all proceedings except where inconsistent with the provisions of the By-Laws of the Society.

### **Article XI**

#### **Amendments**

The Executive Committee shall have the power to make, alter, amend, or repeal the by-laws of the corporation, except that the first by-laws of the corporation may be adopted by the incorporators. The by-laws so made, altered, amended or repealed must be approved by a vote of ANS members at any annual or special meeting. Amendments may also be made by mail in accordance with Article VI, section 4, of the By-law and such amendments will be effective for the interim period until the next general meeting approves or rejects them.

### **Article XII**

#### **Liquidation or Dissolution**

The liquidation and dissolution of the Society or the amendment of these rules may be decided upon by a two-thirds majority of those present and voting at a General meeting, provided that notice of the proposed dissolution or details of the proposed amendment shall have been circulated with the notice of the meeting. In the event of dissolution, any residual funds of the Society shall be applied by the Executive Committee, before vacating the office, in furtherance of the Society's aims, and no member shall have any claim on the Society with respect to fees and subscriptions paid.

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