

Asian Indian Women's Organization

Asian Indian Women's Organization is a 501(c)(3) non-profit organization

Mission

To give back to the community through volunteerism and cultural exchange

By-laws

Article I

Name

The name of this organization shall be the Asian Indian Women's Organization (AIWO).

Article II

Purpose

a. To promote member involvement in the larger Springfield community through volunteerism and Indian cultural activities.

b. To raise funds for charitable purposes in the community or wherever the organization deems necessary to do so.

Article III

Membership

The membership is open not only to Asian Indian women, 18 years and older, but all other women who espouse Indian culture and values.

Article IV

Membership Dues

The current membership dues are \$100/year. Each member shall pay the dues by the first meeting of the new year or upon joining the organization. The dues are subject to change by a majority vote.

Article V

Meetings

- a.** Regular meetings shall be held either in-person or virtual on the 3rd Sunday of the month.
- b.** The rules in regard to conducting the meetings for items such as discussions, making of motions, etc., remain the same for both in-person and virtual meetings.
- c.** Each member is encouraged to attend scheduled meetings. Members unable to attend are responsible for reviewing the minutes (e-mailed) of each meeting.

Article VI

Quorum

A quorum shall be one half plus one of the total members of the organization.

Article VII

Executive committee

- a.** The Executive Committee shall consist of President, Vice-President, Secretary, Treasurer, and ex-officio Founding Member Mrs. Aruna Mathur who shall not ordinarily cast a vote in Executive Committee meetings except as provided under Article VII (e. 2) below. Members shall elect officials of the Executive Committee for a two-year term at the last meeting of the year. There is no limit to the number of terms a member may serve on the Executive Committee.
- b.** The Executive Committee shall be responsible for maintaining its non-profit status with the Secretary of State of Illinois and for filing taxes for the organization.
- c.** Dissolution of either the entire Executive Committee or the departure (or resignation) of a particular member of the committee is permitted with a written request.
- d.** Ensure that the members of the executive committee do not have an actual, potential or perceivable conflict of interest regarding fundraising for a beneficiary.
- e.** Founding member and past president of the organization, Mrs. Aruna Mathur, has been accorded life membership of the Executive Committee. Mrs. Mathur shall: 1) serve alongside other officials in an advisory and supportive role; 2) cast a tie-breaking vote if the Executive Committee is equally divided; and 3) ensure implementation of bylaws.

Article VIII

Responsibilities of the Individual Members of the Executive Committee

a. *President:* Responsibilities include overall organization management, presiding at all meetings, and keeping the members informed of all matters pertaining to the organization. The president: (1) shall work cohesively with other members of the Executive Committee; (2) is empowered to act, speak for, or otherwise represent the organization; (3) makes sure that the bylaws of the organization are adhered to in all respects; and (4) shall ensure that the information shared through the website and social media aligns with the AIWO's mission.

Selection of Beneficiary Organization- On the recommendation of the Executive Committee, the President shall provide the members with: 1) an opportunity to discuss and select the beneficiary; 2) an opportunity to meet with the selected organization personnel.

The president shall 3) schedule a site visit if applicable; and 4) present information about collaborating organization (s), if any is involved in fundraising for the organization selected by the AIWO.

b. *Vice-president:* Responsibilities include assisting the president in management of the organization and performing her duties in her absence.

c. *Secretary:* Responsibilities include keeping the minutes of each meeting and sharing minutes with members.

d. *Treasurer:* The treasurer shall be the Chief Financial Officer of the organization. Responsibilities include collecting annual dues from the members, general accounting, handling all monetary transactions, preparing an annual budget that coincides with monthly bank statements, and providing an annual financial report to all members.

Article IX

Use of AIWO Funds

a. Executive committee has the authority to use up to 75% of the total membership dues collected for the current year for charitable donations as specified in the budget and/or organizational expenses.

b. Donations exceeding \$250 not specified in the budget need membership approval.

c. Executive Committee has the authority to keep for miscellaneous post- event expenses up to 5% of the funds raised through charitable event(s) after deducting event- related expenses.

Article X

Dissolution of AIWO

a. The properties and assets of this organization are irrevocably dedicated to public benefit and/or charitable purposes. No part of the net earnings, properties, or assets of this organization, on dissolution or otherwise, shall inure to the benefit of any private person or individual.

b. On liquidation or dissolution, all properties and assets remaining after payment, or provision for payment of all debts and liabilities of this organization shall be distributed to a non profit organization which is organized and operated exclusively for charitable purposes.

Adopted date: July 1, 2022
(Approved by 3/4th majority of votes)