



Bylaws of Iyanola Cultural Society

ARTICLE I: Name

The name of the organization shall be Iyanola Cultural Society.

ARTICLE II: Objectives

Section A: Mission Statement: To unite Saint Lucians in celebrating our rich cultural heritage.

Section B: The objectives of the Iyanola Cultural Society are as follows:

1. To bring together Saint Lucians to celebrate our culture by working with representatives of the government of Saint Lucia, local organizations and diaspora members.
2. To provide charitable support to Saint Lucian causes that align with the objectives of the Iyanola Cultural Society.

ARTICLE III: Emblems

The emblem of the Iyanola Cultural Society shall be the one adopted by the executive board at the inception meeting on November 9, 2024.

ARTICLE IV: Membership

Section A: Iyanola Cultural Society membership may be acquired only by invitation, or reinstatement.

Section B: Any member of Iyanola Cultural Society may present the name of a proposed member to any Board member and upon majority approval of the Board in quorum; the applicant shall become a member of Iyanola Cultural Society.

Section C: Any community-minded person whose interest is allied with Iyanola Cultural Society objectives shall be considered for Iyanola Cultural Society membership.

Section D: A member, by payment of applicable fees and dues, thereby accepts the principles of Iyanola Cultural Society as expressed in its objectives and submits to and agrees to comply with and be bound by the bylaws of Iyanola Cultural Society.

ARTICLE V: Leave of Absence

Upon written application to the Iyanola Cultural Society Board, setting forth good and sufficient reason, a leave of absence status may be granted to a Board member, excusing said member from attending meetings of Iyanola Cultural Society. The written application must specify the length of time desired, which shall in no case be granted for a period of less than 3 (3) months or for more than one (1) year. An Iyanola Cultural Society member on leave of absence shall continue to pay any applicable dues and shall be counted neither absent nor present on the Iyanola Cultural Society roll. Neither will they vote nor participate in Iyanola Cultural Society business activities.

ARTICLE VI: Fees and Dues

Section A: Active members may be assessed Iyanola Cultural Society dues as determined by a two-thirds ($\frac{2}{3}$) vote of the Iyanola Cultural Society Board with a quorum present and a two-third ($\frac{2}{3}$) majority of members, providing a quorum is present. Each member shall pay to the Iyanola Cultural Society Treasurer dues quarterly, in advance.

Section B: Membership dues shall be billed on the 1st day of each quarter and are payable no later than the last day of January, April, July and October. Any member who fails to pay his or her financial obligations to Iyanola Cultural Society, in accordance with these bylaws, may be subject to disciplinary action up to and including suspension of membership.

Section C: Except for Iyanola Cultural Society dues, members shall not be assessed for contributions for any purpose. Proceeds from Iyanola Cultural Society fundraising shall not be used for meals and dues. Iyanola Cultural Society dues should be sufficient to cover the cost of meals at meetings (if provided), and office supplies for Iyanola Cultural Society business.

SECTION VII: Meetings

Section A: Iyanola Cultural Society shall hold at least one meeting each month, by any legal method. The time and place shall be designated by the Board. Special meetings shall be called when considered necessary by the Board.

Section B: The regular meetings of Iyanola Cultural Society shall be held on the 2nd Wednesday of each month, unless otherwise decided upon by the Iyanola Cultural Society Board.

Section C: Attendance of sixty-six (66) percent of members in good standing shall be necessary for a quorum at any meeting of Iyanola Cultural Society.

Section D: Recommended length of Iyanola Cultural Society meetings should be sufficient to conduct Iyanola Cultural Society business.

Section E: Meetings will follow Robert's Rules of Order.

Section F: A minimum of sixty (60) days' written notice shall be given to each Iyanola Cultural Society member before an Iyanola Cultural Society vote to disband the Iyanola Cultural Society.

ARTICLE VIII: Duration of Iyanola Cultural Society Membership

Section A: The resignation of any Iyanola Cultural Society member shall become effective upon written notice to the Chairman, Vice Chairman or Secretary.

Section B: The Iyanola Cultural Society Board may terminate the membership of any member who refuses or neglects to pay any indebtedness dues to the Iyanola Cultural Society within thirty (30) days after formal request (written notice) has been made by the treasurer.

Section C: Any Iyanola Cultural Society member may be expelled with just cause from the Iyanola Cultural Society by approval of two-thirds ($\frac{2}{3}$) vote of the Board in quorum and two-thirds ($\frac{2}{3}$) vote of club members, providing a quorum is present, and provided thirty (30) days advance written notice has been given to each member.

Section D: Any person whose Iyanola Cultural Society membership has been terminated for any reason shall forfeit any interest in all funds and other property belonging to Iyanola Cultural Society.

ARTICLE IX: Officers and Directors

Section A: The officers of Iyanola Cultural Society shall include the Chairman, Vice Chairman, Treasurer, and Secretary with combinations of, or additional officers, as necessary.

Section B: The Board of Directors of Iyanola Cultural Society should be composed of the Chairman, Vice Chairman, Treasurer, Secretary and Board members approved by a two-thirds ($\frac{2}{3}$) vote of the Board in quorum and two-thirds ($\frac{2}{3}$) vote of club members, providing a quorum is present.

Section C: A majority of the Board shall constitute a quorum.

Section D: Each officer shall be an active member in good standing in Iyanola Cultural Society.

Section E: Any officer may be removed from office by a two-thirds ($\frac{2}{3}$) vote of Iyanola Cultural Society members in quorum. This shall be done at a duly assembled Iyanola Cultural Society meeting after a hearing before the board. Notice shall have been given to the officer in question thirty (30) days in advance of the meeting with the reasons(s) for such proposed action provided.

Section F: In the event of a vacancy in any Iyanola Cultural Society office, other than the Chairman, the unexpired term will be filled by appointment of the Chairman and concurrence of the Iyanola Cultural Society board. In the event of a vacancy in the office of the Chairman, the Vice Chairman shall immediately succeed to the office of the Chairman for the unexpired term. If the Vice Chairman is unable or unwilling to succeed to this office the Iyanola Cultural Society Board of Directors should recommend a name to the membership after which the floor is open for nomination. A new Chairman will be elected by majority vote.

ARTICLE X: Elections

Section A: The officers shall be elected in the following manner:

1. The Chairman shall appoint a Nominating Committee composed of three (3) to five (5) members whose duty shall be to nominate officers and a Chairman.
2. At the August meeting of Iyanola Cultural Society, the Nominating Committee shall submit its report of nominees for office to Iyanola Cultural Society after which the floor will be open for further nominations from the members.
3. Election of new officers shall take place no later than the regular meeting on the 2nd Wednesday of October of each year.

Section B: The person receiving the most votes for each office shall be declared 'Elected by Plurality'. Elected officers should hold office for a term of one (1) year beginning on the first day of November or until a successor of the office has been elected and installed.

Section C: No officer, director or member of Iyanola Cultural Society shall receive any compensation for services rendered, except for expenses incidental to Iyanola Cultural Society business, and agreed on previously by the board in quorum at a duly constituted Iyanola Cultural Society meeting.

ARTICLE XI: Duties of Officers

Section A: The Chairman shall preside over all meetings unless prior notice of an absence has been given.

Section B: The Vice Chairman shall chair the Finance committee meetings.

Section C: The Secretary shall keep a record of transactions of each meeting and a corrected list of all members, attend to all correspondence, make required reports, and perform such other duties as ordinarily pertain to this office or as may be imposed by the Board.

Section D: The treasurer shall keep Iyanola Cultural Society member accounts (showing money paid in and amounts still due), collect all money due Iyanola Cultural Society (depositing in a financial institution designated by the Iyanola Cultural Society Board), pay out money only as authorized by Iyanola Cultural Society action, and be a member of the finance committee. At each meeting of the Board and Iyanola Cultural Society meetings, the Treasurer shall provide a report detailing the monthly deposits and expenditures.

ARTICLE XII: Politics

The Iyanola Cultural Society shall be nonsectarian and nonpartisan, both in the United States and Saint Lucia, and shall take no action endorsing or condemning any candidate or measure being submitted to the vote of the people in either the United States or Saint Lucia.

ARTICLE XIII: Fundraising

The purpose of this article is to govern the policies, procedures, and ethics related to fundraising activities carried out by Iyanola Cultural Society. These bylaws ensure that fundraising efforts are conducted transparently, responsibly, and in compliance with all relevant laws.

Fundraising Committee

Section A: The Board of Directors shall establish a Fundraising Committee that is responsible for overseeing all fundraising activities. The Committee shall report directly

to the Board and ensure that all fundraising efforts are in alignment with the organization's mission and goals.

Section B: The Fundraising Committee shall consist of at least four (4) members, including a Chairperson, Treasurer, and members from the Board of Directors or other individuals as deemed necessary by the Board.

Section C: The responsibilities of the fundraising committee are as follows:

1. Develop and implement fundraising strategies.
2. Set fundraising goals and monitor progress.
3. Ensure that fundraising activities comply with ethical guidelines and legal requirements.
4. Review and approve fundraising events, campaigns, or initiatives.
5. Ensure appropriate stewardship and acknowledgment of donors.
6. Provide regular updates to the Board on fundraising progress and issues.

Ethical Standards

Section D: Iyanola Cultural Society shall ensure full transparency in all fundraising activities. The organization will provide clear documentation of funds raised, how funds are allocated, and the outcomes of fundraising efforts.

Section E: Donor information shall be kept confidential, and no personal information shall be disclosed to third parties without the donor's consent, except as required by law.

Section F: Iyanola Cultural Society shall not engage in deceptive or misleading fundraising tactics, including but not limited to:

1. False or exaggerated claims about the impact of donations.
2. Use of inappropriate or coercive solicitation methods.
3. Soliciting funds for purposes other than the stated cause.

Section G: All fundraising activities will comply with local, state, and federal laws governing charitable fundraising, including those related to tax-exempt status, solicitation permits, and registration with appropriate authorities.

Fundraising Campaigns

Section H: All major fundraising campaigns or events must be approved by the Fundraising Committee, which will review the proposed campaign goals, budget, and expected outcomes.

Section I: A budget for each fundraising event or initiative shall be created, reviewed, and approved by the Fundraising Committee. The Treasurer shall oversee financial reporting related to fundraising campaigns.

Section J: All donations shall be processed through the official channels of Iyanola Cultural Society, including online platforms, direct mail, and event-based contributions. Iyanola Cultural Society will maintain accurate records of all donations and issue appropriate receipts as required by law.

Donor Acknowledgement

Section K: Iyanola Cultural Society shall acknowledge donors for their contributions in a timely and appropriate manner, ensuring recognition that aligns with donor preferences and confidentiality requirements.

Section L: The Fundraising Committee shall develop a structure for recognizing various levels of donor contributions, ensuring that high-level donors receive appropriate recognition and gratitude.

Section M: Iyanola Cultural Society shall issue tax-deductible receipts for all eligible donations in compliance with applicable tax laws.

Reporting and Transparency

Section N: The Treasurer shall provide quarterly and annual financial reports to the Board of Directors, outlining the revenue generated through fundraising efforts, expenses incurred, and the overall financial health of Iyanola Cultural Society.

Section O: At the end of each fiscal year, the Fundraising Committee shall review the outcomes of all fundraising activities and provide recommendations for improvement.

Section P: Members of the Fundraising Committee must disclose any potential conflicts of interest related to fundraising activities. No individual or committee member shall use their position for personal gain or to influence fundraising efforts for personal or financial benefit.

ARTICLE XIV: Amendments

These bylaws may be amended or revised by a majority vote of the Board of Directors. Any amendments shall be communicated to all committee members and stakeholders within a reasonable timeframe.