



Maharashtra Majha (MM)

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## ByLaws

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## Article 1 Organization Information

### 1.1 Name of the organization

The name of the organization shall be “Maharashtra Majha” hereinafter referred to as ‘MM’.

### 1.2 Postal Address

6608 Aden Ln, Austin 78739.

The Committee may change this at any time with majority vote but must inform the General Body of the change 30 days prior to the effective date.

### 1.3 Official Communication Language

The official language of communication shall be Marathi and US English.

### 1.4 Official Communication Methods

The official communication method shall be through email. In addition to email, we shall also use other digital communication options such as whatsapp, facebook, sms, etc.

### 1.5 Organization Purpose

MM’s purpose is to be involved in musical events and charitable activities by bringing together the Indian-American community. Primary goal of the group is to carry forward the rich culture of Maharashtrian style musical instruments such as but not limited to Dhol, Tasha, Zanj and Lezim in North America especially in the vibrant, musical and energetic city of Austin, TX, USA. MM is an independent organization not associated with any social, cultural, religious, political or any other organizations deemed unsuitable by committee. MM strongly supports worldwide non-profit organizations.

## Article 2 Membership

### 2.1 Membership Eligibility

Any person interested in Dhol, Tasha, Lezim, Zanj, Flag, Dance or any other musical instrument or other MM events such as get-togethers, fundraising events, charity activities as a performer and/or organizer is entitled to become a member of the MM. Members agree to pay annual membership fees and agree upon these bylaws.

Members are those individuals who have shown interest and purchased the instrument along with team costume, committed to practices and performances, willing to share common expenses, and agree upon these bylaws.

### 2.2 Annual Membership

1. Annual Membership Fees - The individual and family members would pay annual non-refundable and non-transferable membership fees towards the common expenses. The membership fees will be for one year starting on May 1st and ending on April 30th. The annual dues for MM shall become due and payable on May 1st. Membership fees are to cover expenses such as (but not limited to) website hosting, Zoom annual fees, cloud space, expected donation to AHT per year, rental for picnic shelters, indoor hall rent for ShivJayanti function, and expenses for 501c3.
2. Liability – Members cannot hold MM liable for any physical, financial and psychological damages caused as a result of MM activities.

### 2.3 Annual Membership Fees Amount

The committee will decide the amount of annual membership fees for individual and family members from year to year.

### 2.4 Code of Conduct

While the organization is bonded by the common thread of having Maharashtrian roots there are some expectations from each and every member of the organization. These are not exhaustive and may change in the future as deemed suitable by the committee.

1. Members shall purchase their own musical instrument(s) and props such as Dhol, Tasha, Lezim and Zhanj, Tutari, etc.. They are responsible for maintenance, storage, and transportation of their instrument(s).
2. Team costumes are required on MM events and performances. It is the member's responsibility to buy the costumes.
3. Members shall inform and get pre-approval from the committee through an official method of communication to perform at non-MM events. Members must NOT use MM name and banner at non-MM events.

4. All public performances approved by the MM Committee must be under the MM team name. Members must wear approved costumes.
5. Members cannot be part of organizations deemed unsuitable or conflict of interest by the committee.
6. The committee has sole rights to decide MM participation in the events. Members cannot perform individually at events or be part of organizations deemed unsuitable or conflict of interest by the committee. The committee will take appropriate action based on the nature of the event against the MM members performing at the events deemed unsuitable by the committee.
7. Adult Members are responsible for minors (age less than 18) attending the MM practices and events. Minors should be always accompanied by member parents, guardians or caretakers during the practices and events.
8. Members can only participate in the MM event if they have attended the minimum number of practices required for that particular event. The MM committee will decide the number of practices required for each event including the minimum number of practices required by members for participation. Members must attend the last 3 practices before every performance to ensure preparation and coordination.
9. Members must not share or upload pictures and videos of MM events on social public websites without the consent of the committee.
10. Memberships will not be limited to playing musical instruments only, he / she can choose to contribute towards the organization in other talent areas as well, such as signing, acting, dance, volunteering for fundraising, etc.
11. Members agree that the MM event pictures and videos will be posted on social media, websites and other digital platforms.

## Article 3 Management of the Organization

### 3.1 MM Committee

The general body of the MM shall consist of Austin resident members over the age of 18 years, who have paid their annual dues. The committee shall take decisions on practices schedule, events participation and all financial matters within the resources of MM. The committee shall consist of four (4) officers as mentioned below and a maximum up to eleven(11) additional committee members at large with responsibilities such as public relation officer, web administrator, organizing events, fund raising, get togethers etc..

- President & Director
- Vice President
- Treasurer
- Secretary

All major decisions will be taken by a simple majority of the committee members. In case of tie, the President (or Vice President, if the President is unavailable) will veto.

### 3.2 Responsibilities of Officers

1. The President shall be the Chief Officer of the MM. He/she shall lead the Committee and serve the General Body, oversee the general and proper conduct of the business of the organization, and shall see that all orders and resolutions of the Committee and the General Body are executed. The President shall present a report on the state of MM during the annual meeting.
2. The Vice President shall lead operational aspects of the Organization. He/she shall work closely with the Treasurer and Secretary and serve as backup for them. He/she shall have the authority and responsibility of the President if the President is disabled or inactive for any reason.
3. The secretary shall record and publish the proceedings of all meetings of the MM and its Committee, attend to the incoming and outgoing correspondence, and keep all the documents and records of the MM.
4. The treasurer shall:
  - Keep custody of the MM funds and financial instruments.
  - Keep a full and accurate account of receipts and distributions.
  - Deposit or disburse the MM funds as authorized by the Committee.
  - Keep track of all MM assets (physical, financial and digital).
  - Render an account of all the transactions conducted as a treasurer to the Committee at the regular meetings, and present a financial summary to the members at the annual general body meeting.
  - File tax returns to the IRS in a timely fashion.

### 3.3 Responsibility of Committee Members

1. The Committee Members shall be responsible for maintaining effective communication with the members.

2. They may play lead roles in communications including public relation officer, web administrator, organizing events, fund raising, get togethers etc. or any other area designated by the Committee.
3. The Committee Members may also act as coordinators and shall take the initiative and leadership in formulating, organizing and executing the activities and programs of the MM.
4. Each committee member is expected to organize at least one event during the year they represent the committee.
5. Committee members are expected to attend 80% of the committee meetings.
6. .Committee members will be allowed to vote for any bylaw amendment or major committee decisions.

### 3.4 Election Procedure

The outgoing committee has sole rights to conduct the elections and appoint the new officers. The new committee will be appointed every year no later than 31<sup>st</sup> December.

General members can volunteer to commit to certain tasks year around or, a major task in order to be served as volunteer-at-large. After successful completion of commitments for one year, volunteers-at-large can nominate themselves to be inducted in the committee. The current committee will decide by simple majority if Volunteer-in-large should be inducted in the committee. Volunteers-at-large are non-voting members for the management decisions of MM. Any member who has served as a committee member for one year is eligible for an officer position. Commitment, collegiality and peoples' skills are important to serve as a committee member or an officer.

In case of multiple candidates interested in officer positions, the election will be conducted either in-person or, electronically. Outgoing committee might appoint a sub-committee to look after the voting process. All members who have paid the annual membership fees in that year are eligible for voting. There is one vote per membership. In case of tie, the outgoing President (or Vice President, if the President is unavailable) will veto.



## Article 4 MM meetings

1. The Secretary or Vice President may prepare an agenda for the proceedings of the meeting of the Committee. He/she shall prepare minutes of the meeting in English, and these minutes shall be ratified at the next meeting.
2. Minimum 50% of total Committee members shall constitute a quorum for the transaction of business meetings of the Committee. Decisions of the Committee shall be passed only by a simple majority vote of those present.
3. Special meetings of MM can be called by the Committee.
4. One annual meeting of the members shall be conducted either in-person or online.

## Article 5 Finance

1. The fiscal year of MM shall be the calendar year, January 1st to December 31st.
2. The Committee will conduct all business for the MM, including but not limited to, purchasing or hiring goods and services and entering into contracts on behalf of the MM.
3. The account in the name of MM shall be maintained in a bank or a savings institution and operated jointly by the President and the Treasurer. No ad-hoc committee of MM will be authorized to receive funds or separately maintain a bank account in the name of MM.
4. For all major expenses approval of the committee is required. Only the members of the Committee shall make expenditures on behalf of MM. Expenditures of any amount by any committee member must have prior approval from the Committee. The approved expenses by the committee member shall be reimbursed within 30 days from the submission of appropriate receipt to the treasurer.
5. The outgoing Committee shall prepare financial statements of their fiscal year no later than 15<sup>th</sup> Jan of the following year. A copy of these statements shall be published within 30 days. The outgoing treasurer will retain responsibility for filing taxes for the previous fiscal year.
6. The outgoing Committee must hand over control of all business matters and financial and physical assets to the incoming Committee at least 1 week prior to the end of their term.
7. Reimbursement should be done within 1 month of expense. Receipt should be sent to [maharashtramajhaaustin@gmail.com](mailto:maharashtramajhaaustin@gmail.com) and cc: Treasurer - Ashish

## Article 6 Removal of Officer, Committee Member and Member

Any committee member can initiate the communication to the committee, to remove the officer or committee member or member for violating the code of conduct and/or practicing conflict of interest. The person in question will be given a chance to explain his/her side in writing to the committee in an official email. The removal decision will be made by voting of the committee members by simple majority.

## Article 7 Bylaws Amendment

Any committee member may circulate a notice of intent to amend and a description of the proposed amendment to all members. The motion to amend the by-laws must be passed by a simple majority of all present voting members in the meeting. In case of tie, the President (or Vice President, if the President is unavailable) will veto.

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