

Proposed Changes to the BY LAWS OF KERALA ASSOCIATION OF WASHINGTON

SL #	SECTION	CURRENT TEXT	PROPOSED TEXT
ARTICLE III – MEMBERSHIP			
1	SECTION II	Application for membership shall be written on official application form, personally signed and submitted to the Secretary of the Association.	Application for new membership or renewal of membership shall be submitted to the Treasurer of the Association either using the official application form or through other means (such as through e-mail, or through KAW Website) as specified by the Executive Committee.
2	SECTION IV	N/A	A husband and wife and the children living together are eligible to be included in one membership. One membership gets one vote; only one person, 18 years of age and over, included in the membership can exercise voting right.
3	SECTION V	N/A	Membership for the year is valid from March 1 of the current year to the last day of February of the following year.
ARTICLE IV – DUES			
4	N/A	The annual dues for individuals and family shall be set each year by the Executive Committee by November 30th for the following year to be paid before the annual general body meeting or March 31st whichever comes first.	The annual dues for membership shall be set each year by the Executive Committee before collecting the membership dues for the current year.
ARTICLE V – OFFICERS			
5	SECTION I	The Officers of Kerala Association of Washington shall be a President, Vice President, Secretary and Treasurer.	The Officers of Kerala Association of Washington shall be a President, Vice President, Secretary, Joint Secretary, Treasurer, and eight Executive Committee members.
6	SECTION II	Additional Officers shall include an Auditor, appointed by the executive committee, to audit the	An Auditor shall be appointed by the Executive Committee to audit the books of account of the

		books of account of the Association, and any other elected members which the Executive Committee may deem necessary to carry on the functions of the Association.	Association. The Auditor shall audit the accounts maintained every twelve months, and shall certify that the accounts are accurate and fair. The Auditor is not part of Executive Committee, and therefore shall not take part in any Executive Committee meetings.
7	SECTION III	All Officers and Members of the Association shall serve without salary or remuneration.	All Officers of the Association shall serve without salary or remuneration.
ARTICLE VI – EXECUTIVE COMMITTEE			
8	SECTION I	The Executive Committee shall be comprised of the President, Vice President, Secretary, and Treasurer and five other elected members, and shall be presided over by the President.	The Executive Committee shall be comprised of the Officers, and shall be presided over by the President. The outgoing President shall be the Ex-Officio member of the Executive Committee.
9	SECTION II	The fiscal year for the Association shall be the calendar year. Annual general body meeting shall be convened before March 31, at which time audited accounts shall be presented and elections to the Executive Committee shall be conducted.	The fiscal year for the Association shall be from March 1 of the current year to the last day of February of the following year. Elections to the Executive Committee shall be held on or before January 31 at a General Body meeting. Audited accounts of expenses incurred during the current Executive Committee shall be presented at a General Body meeting on or before March 1 of the following year.
10	SECTION IV	A quorum of the Executive Committee shall be 5/9 of the existing number of committee members.	The quorum of the Executive Committee shall be 7.
11	SECTION VI	Should any member of the Executive Committee fail to attend three consecutive committee meetings, except for sickness or for any other just cause, his or her office shall be declared vacant by the President, subject to the approval of the Executive Committee.	Should any member of the Executive Committee fail to attend three consecutive committee meetings, the Secretary shall issue a show cause notice to the member. The member’s reply shall be discussed in the Executive Committee, and if the Executive Committee determines that the absence is not caused by sickness or by any other just cause, his or her office shall be declared vacant by the President, subject to the approval of the Executive Committee.

12	SECTION VII	N/A	The Executive Committee has collective responsibility and conducts its business by implementing decisions taken through collective discussion. The discussions can be in-person, telephonic, online, or through e-mail. The Secretary shall keep minutes for all decisions taken and publish them to all members after the minutes are approved by the Executive Committee. The Executive Committee can withhold information that it considers to be sensitive from reaching the non-members of the association.
13	SECTION VIII	N/A	The Executive Committee members shall spend Association's funds only after prior approval of the Executive Committee except in extraordinary circumstances. The Executive Committee members may spend up to \$100 on behalf of the Association in the event of an unforeseen circumstance that prevented obtaining prior approval from the Executive Committee. All expenses not approved by the Executive Committee can only be reimbursed after obtaining authorization from the President, Secretary, and Treasurer. In addition, the total spending without prior Executive Committee approval on any event shall not exceed \$100.
ARTICLE VII – DUTIES OF OFFICERS			
14	SECTION III	SECRETARY. The Secretary shall be responsible to convene the meetings of the General Assembly and the Executive Committee in consultation with the President. The Secretary shall record and keep the minutes of the General Assembly and Executive Committee meetings and a register of the members and friends of the Association.	SECRETARY. The Secretary shall be responsible to convene the meetings of the General Assembly and the Executive Committee in consultation with the President. The Secretary shall record and keep the minutes of the General Assembly and Executive Committee meetings. The Secretary shall be the spokesperson of the

			<p>Association and shall assume ownership of all communication on behalf of the Association. The Secretary shall arrange for the handover all records and accounts including the accounts for Association’s website and other social media channels when the new Executive Committee assumes office.</p>
15	SECTION IV	<p>TREASURER. The Treasurer shall be responsible for all monetary concerns of the Association and shall keep a fair and accurate account of the income and expenditures. The Treasurer shall deposit in the bank, in the name of the Association, any and all amounts.</p> <p>The Treasurer shall prepare a budget and present it to the Executive Committee. With the approval of the Executive Committee, the Treasurer shall present the budget to the first General Assembly meeting after the annual elections for the approval and/or recommendations.</p> <p>The Treasurer shall present an itemized statement of account of all income and expenditures on behalf of the Association, at the first meeting of each quarter to the Executive Committee. The Treasurer shall present the statement of account after auditing, at the annual General Assembly meeting. President, Treasurer and Secretary shall have the authority to sign checks. Withdrawals of funds from checking or savings accounts must be made with a minimum of two signatures, of which one should be that of the Treasurer.</p>	<p>JOINT SECRETARY. In the absence of the Secretary, the Joint Secretary shall assume the responsibilities of the Secretary. In the absence of the Secretary and Joint Secretary, the General Assembly or the Executive Committee may elect a temporary Secretary for that meeting.</p>
16	SECTION V	<p>AUDITOR. The Auditor shall be responsible for auditing the accounts maintained every twelve months, and shall certify that the accounts are accurate and fair.</p>	<p>TREASURER. The Treasurer shall be responsible for all monetary concerns of the Association and shall keep a fair and accurate account of the income and expenditures. The</p>

			<p>Treasurer shall deposit in the bank, in the name of the Association, any and all amounts.</p> <p>The Treasurer shall keep a register of the members and friends of the Association.</p> <p>The Treasurer shall issue a membership card to all the members of the association.</p> <p>The Treasurer shall prepare a budget and present it to the Executive Committee. With the approval of the Executive Committee, the Treasurer shall present the budget to the first General Assembly meeting after the annual elections for approval and/or recommendations.</p> <p>The Treasurer shall present an itemized statement of account of all income and expenditures on behalf of the Association to the Executive Committee at the beginning of each quarter. The Treasurer shall present the statement of account after auditing, at the annual General Assembly meeting.</p> <p>The President, the Treasurer and the Secretary shall have the authority to sign checks and shall have access to tools used for bookkeeping. The President and the Secretary may only exercise this authority with the prior knowledge of the Treasurer.</p> <p>Withdrawals of funds from checking or savings accounts must be made with a minimum of two signatures, of which one should be that of the Treasurer.</p> <p>The Treasurer shall handover all records including Association's bank account details, check book, and other electronic accounts information when the new Executive Committee assumes office.</p> <p>Treasurer shall comply with the government</p>
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17	SECTION VI	N/A	<p>EXECUTIVE COMMITTEE MEMBERS. The Executive Committee members individually or collectively carry out the functions of the association by executing decisions taken by the Executive Committee. Each Executive Committee member has one vote. Ex-Officio member may not participate in voting. Decisions are taken using a simple majority vote of the Executive Committee. President shall abstain from voting unless there is a tie.</p>
ARTICLE VIII – POLICY			
18	SECTION I	<p>GENERAL ASSEMBLY. The General Assembly shall consist of all the members of the Association 18 years of age and over. The absolute authority for decisions on all matters concerning the Association shall rest with the majority vote of members present at the General Assembly.</p>	<p>GENERAL ASSEMBLY. The General Assembly shall consist of all the members of the Association 18 years of age and over. The majority vote of the members present at the General Assembly shall empower the Executive Committee to operate the Association to meet its objectives.</p>
19	SECTION II	<p>GENERAL ASSEMBLY MEETINGS. The Secretary of the Association shall convene the General Assembly, in consultation with the President and Vice President of the Association. The General Assembly shall meet, at least once a year.</p>	<p>GENERAL ASSEMBLY MEETINGS. The Secretary of the Association shall convene the General Assembly, in consultation with the President and Vice President of the Association. The General Assembly shall meet, at least once a</p>

		The members of the Association shall be notified of a General Assembly meeting, at least fifteen (15) days prior to the day of the scheduled meeting. Decisions made by the General Assembly in a General Assembly meeting, properly convened, shall be valid and final by a majority vote.	year. The members of the Association shall be notified of a General Assembly meeting, at least fifteen (15) days prior to the day of the scheduled meeting. Decisions made by the General Assembly in a General Assembly meeting, properly convened by following the procedures set forth in this By Law, shall be valid and final by a majority vote except for amending the By Law that requires two-thirds (2/3) majority vote.
20	SECTION III	N/A	LIABILITY. No member of the Association now or hereafter becoming so, shall be personally liable to the creditors of the Association for any indebtedness or liability and all creditors shall look only to the assets of the Association for payments.
ARTICLE IX – FUNCTIONS OF THE GENERAL ASSEMBLY			
21	SECTION II	The General Assembly shall elect members of the Executive Committee at the annual General Assembly meeting.	Remove.
22	SECTION III, IV, V	Keep the current text	Rename sections to II, III, and IV
23	SECTION V	The General Assembly, by a two-thirds (2/3) majority vote has the power to evict or deny membership of any member who they, or the Executive Committee deem, to be or will be, detrimental to the smooth-running of the Association.	Thirty (30) members or more with valid voting rights can request a special meeting of the General Body, either through a written and signed request or through electronic media submitted to the Secretary of the Association, who shall comply with this request within fifteen days of the receipt of the request.
24	SECTION VI	Fifteen (15) members or more can request a special meeting of the General Body, through a written and signed request submitted to the Secretary of the Association, who shall comply with this request within two months of the receipt of the request.	All elected Officers are subject to recall by a 2/3 majority vote of the General Assembly. Such voting can be in a General Body meeting especially called for this purpose. Members can vote by person only.
25	SECTION VII	All elected Officers are subject to recall by a 2/3 majority vote of the General Assembly. Such voting	Rename section to VI.

		can be either by mail or in a General Body especially called for this purpose. Members can vote by mail ballot, by person, or by proxy.	
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