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Registrar of Corporations

Society Bylaws

Name of Society: BRAHMIN SAMAJ (SOCIETY) OF ALBERTA
Registered Address: 2145 28 STREET, EDMONTON, AB T6T 0K1

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Corporate Registry

1. NAME

The name of the organization shall be Brahmin Samaj (Society) of Alberta. This name shall be used for all communication. For the purposes of this document, the word "Samaj" shall mean Brahmin Samaj (Society) of Alberta.

2. OBJECTIVES

- a) To co-exist in harmony with other societies and continue to contribute towards the social and cultural enrichment of Brahmin and Gujarati culture.
- b) Promote religious, educational, social and career related activities for the benefit of the members.
- c) Provide a forum for the discussion of all matters of public interest.
- d) Promote and foster interest in the welfare of the Brahmins in Canada and elsewhere.
- e) Bring together persons interested in community, religious and social well-being of the members.
- f) To participate in fund raising activities to achieve objectives of the Samaj
- g) To celebrate, encourage participation of the association members in and organize activities and events aimed at preserving the cultural heritage of Brahmins and to promote inter-cultural activities, festivals, events and sports.
- h) To facilitate the activities of the Samaj by leasing, renting, purchasing and maintaining building(s) and equipment.
- i) Provide non-financial assistance to needy members whenever and wherever possible
- j) Any other cultural, religious, social, sports and welfare activities as deemed fit by the members.

3. MEMBERSHIP

- a) Membership fee, if any, in the Samaj shall be determined, from time to time, by the members at a general meeting. Alternatively, members at a general meeting may delegate these powers to the executive. Any Brahmin or person of Brahmin origin residing in Alberta, and being of the full age of 18 years, may become a member upon payment of the fee. Persons who are younger than 18 years may also become a member under the family membership of their parent(s).
- b) Any member wishing to withdraw from membership may do so upon a notice in writing to the Samaj through its Secretary. If any member is in arrears for fees for any year, such member shall be automatically suspended at the expiration of One (1) month from the end of such year and shall thereafter be entitled to no membership privileges or powers in the Samaj until reinstated by the Executive.
- c) A member may be suspended or expelled from the membership of the Samaj if he/she has been found to have violated any by law of the Samaj or has been found to have engaged in activity(ies) that would bring disrepute to the Samaj or its members. Such action can only be carried out by the Executive.
- d) The first Executive and first Directors (who are signatories to this document) and shall be considered the founder members of the Samaj and shall have an irrevocable life-time membership of the Samaj. This section of the by-laws cannot be altered or rescinded by any subsequent Executive or members at any meeting.

4. EXECUTIVE, DIRECTORS and COMMITTEES

- a) The Executive shall comprise of the President, Secretary and Treasurer.
- b) The Directors shall be appointed by the Executive. The number of Directors may be increased or decreased by the decision of the Executive comprising of President, Secretary and Treasurer. The Directors or other officers of the Samaj may be removed by the Executive at any time if they are found to be not performing their duties or has been found to have engaged in activity(ies) that are contrary to the by-laws of the Samaj or would bring disrepute to the Samaj or its members.
- c) The removal of Directors can only be exercised by the Executive at a meeting wherein the President, Secretary and the Treasurer are present.
- d) Each term shall comprise of two years.
- e) The first Executive and Directors comprising of the first President, first Secretary, first Treasurer and first Directors shall hold office for a period of two terms from the date of incorporation. This section of the by-laws cannot be changed, altered or rescinded by Executive or members at any meeting.
- f) An Executive Advisory committee shall be constituted, members of which shall be the signatories to this document. They shall be irrevocable permanent members of the advisory committee for their life time. Such advisory committee shall advise the Executive and Directors of the Samaj in carrying out the affairs of the Samaj and achieving its objectives.
- g) No member shall hold any position within the Samaj for more than two consecutive terms at a time.
- h) Once a member has occupied any position in the Samaj for a consecutive period of two terms, that member shall serve a "cooling off" period of two years before he/she shall be eligible for any other position.
- i) The Executive shall, subject to the bylaws of the Samaj duly constituted, have full control and management of the affairs of the Samaj, and meetings of the Executive shall be held as often as may be required, but at least once every Four (4) months. Any two members shall constitute a quorum, and meetings shall be held without notice if a quorum of the Executive is present, provided however, that any business transactions at such meeting shall be ratified at the next regularly called meeting of the Executive; otherwise they shall be null and void.
- j) The Executive and Directors shall meet as often as required but at least once every Three (3) months.
- k) A person appointed as a Director becomes a Director if they were present at the meeting when being appointed or, and did not refuse the appointment. They may also become a director if they were not present at the meeting but consented in writing to act as director before the appointment, or within ten days after the appointment or election, or if they acted as a director pursuant to the appointment.
- l) The Executive may appoint committees, sub-committees and/or advisory committees consisting of any one of the Directors and other members of the Samaj, with such terms of reference and powers as it may prescribe. The committee / sub-committee will report to the Director(s) who in turn will be reporting to the Executive.

5. PRESIDENT

- a) The President shall be ex-officio a member of all Committees. He/she shall, when present, preside at all meetings of the Samaj and of the Executive. In his/her absence, the Secretary or the Treasurer shall preside at the meetings. In the absence of both, a chairperson may be nominated by the Executive at the meeting to preside.
- b) The President shall not vote on any question brought before the Annual General Meeting, except that, where a deciding vote necessary, shall cast such a vote.
- c) The President is the executive officer of the Samaj and may take prompt action and decisions on any matters relating to the business of the Samaj and inform the Executives at the next meeting.
- d) The President shall represent the Samaj personally or through delegation in all matters and dealings of the Samaj with other bodies and agencies.

6. SECRETARY

- a) The Secretary will attend all meetings of the Samaj and of the Executive, and to keep accurate minutes of the same. He/she shall have charge of the Seal of the Samaj which whenever used shall be authenticated by the signature of the Secretary and the President, or, in the case of the death or inability of either to act, by the Treasurer. In case of the absence of the Secretary, his/her duties shall be discharged by such officer as may be appointed by the Executive.
- b) The Secretary shall also keep a record of all the members of the Samaj, send all notices of the various meetings as required on behalf of the Executive and be responsible for communication for and on behalf of the Samaj and its Executive.

7. TREASURER

- a) The Treasurer shall receive all monies paid to the Samaj and collect and receive the annual dues or assessments levied by the Samaj. He / She will be responsible for the deposit of same in whatever Bank, Trust Company, Credit Union or Treasury Branch the Samaj may have an account with.
- b) He/she shall properly account for the funds of the Samaj and keep such books as may be directed. He/she shall present a full detailed account of receipts and disbursements to the Executive whenever requested and shall prepare for submission to the Annual Meeting a statement duly audited of the financial position of the Samaj and submit a copy of same to the Secretary for the records of the Samaj.
- c) The Office of the Secretary and Treasurer may be filled by one person if any annual meeting for the election of officers shall so decide.

8. ACCOUNTS AND AUDITING

- a) The fiscal year and membership year of the Samaj will be from April 1st to March 31st. Membership fees will be due on April 1st of each year.
- b) The books and accounts of the Samaj shall be audited at least once each year by a duly qualified accountant or by two members of the Samaj elected for that purpose at the Annual General Meeting. No two members if so elected shall audit the books and accounts of the Samaj for two consecutive years. A complete and proper statement of the standing of the books for the previous year shall be submitted by such auditor(s) at the Annual General Meeting of the Samaj.

- c) The books and records of the Samaj may be inspected by any member of the Samaj at the Annual General Meeting or at any time upon giving Fifteen (15) calendar days' notice to the Executive, and arranging a time satisfactory to the Executive member of the Samaj having charge of same. Each member of the Executive shall at all times have access to such books and records.

9. MEETINGS

- a) The Samaj shall hold an annual meeting on or before March 25th (*month & day*) in each year, of which notice in writing at least Twenty One (21) days before the meeting date shall be sent by any Executive Member. Sending out meeting notices, agendas and communiques to members' emails will be considered a valid form of communication.
- b) At the Annual General Meeting, the audited accounts of the Samaj will be presented before the members as a first agenda item. Subsequent agenda items will be presented and discussed thereafter.
- c) At this meeting there shall be elected a President, Secretary and Treasurer, (or Secretary/Treasurer). The officers so elected shall form an Executive, and shall serve until their successors are elected. Any vacancy occurring during the year shall be filled at the next meeting, provided it is so stated in the notice calling such meeting. Any member in good standing shall be eligible to any office in the Samaj.
- d) Special Meeting can be called by the Executive or by 65% of members in good standing to consider and determine any questions related to the affairs of the Samaj by giving at least thirty (30) days' notice. Sending of meeting notice, agenda and other communiques to members' emails shall be considered a valid form of communication.
- e) Fifteen (15) members in good standing shall constitute a quorum at the Annual General meeting. Ten (10) members in good standing shall constitute a quorum at a Special Meeting.
- f) A meeting adjourned for want of quorum may be called upon by 30 minutes' notice. The members present will then form the quorum.

10. NOMINATION, ELECTIONS, RULES AND PROCEDURE:

- a) The Executive will send out Nomination Forms to all members along with AGM meeting notice, so members can return (email) their nominations to the Executive by the Nomination Due Date.
- b) Nominations for the available positions shall be accepted by the current Executive from the time the notice of the meeting is sent out up to the nomination due date. The nomination due date shall be indicated in the meeting notice.
- c) Nomination form should be signed by at least two members in good standing as an approval.
- d) The Executive may consider nominee, who is a member in good standing for the current year.
- e) Once all nominations are received, the Executive shall finalize the final list of nominees for all available positions and include the nominee list in the Annual General Meeting agenda
- f) The Executive will arrange ballot forms prior to Annual General Meeting
- g) To be an elected President of the Samaj, preference should be given to Executive members. If that is not possible, preference should be given to Directors and committee members. The AGM has right to waive this condition if nobody is available from the Executive, Directors or Committee(s).

- h) In order to be appointed to a committee, a member must be in good standing (including paid up fees) for at least one year.
- i) This requirement may be waived or deferred by the Executive in case nobody is available or eligible based on the qualification criteria set in (h) above.
- j) The President will appoint a Returning Officer.
- k) The President may appoint more than one Returning officers.
- l) If the numbers of nominations are more than positions available, a vote will be taken at the Annual General Meeting (AGM). Voting may take place by show of hands or on authorized ballot forms.
- m) The Executive will authorize the ballot forms.
- n) If the voting is done by show of hands, the Returning officer shall announce and document the outcome of the votes by show of hands.
- o) If the voting is to take place by ballot, the Returning officer shall issue the ballots, count the ballots and announce the outcome.
- p) After the completion of election, all ballots shall be destroyed (shredded) by the Returning Officer.

11. VOTING

Any member in good standing who has not withdrawn from membership or has been neither suspended nor expelled shall have the right to vote at any meeting of the Samaj. Such votes must be made in person and not by proxy or otherwise.

12. REMUNERATION

No Executive member, Director, Committee Member or Member of the Samaj shall receive any remuneration for his/her services from the Samaj and all services shall be rendered to the Samaj shall be on a voluntary basis.

13. BORROWING POWERS

For the purpose of carrying out its objects, the Samaj may borrow or raise or secure monetary funds in such manner as it thinks fit. This power shall be exercised only under the authority of the Samaj vested in its Executive. In general, issues of borrowing of funds should be brought before the Annual General Meeting for discussion amongst the members. The Executive however, in matters of operational exigencies, exercise the borrowing power on their own and report the same in the next Annual General Meeting.

14. CONFLICT OF INTEREST

No Executive member, Director, Committee member or any office bearer of the Samaj or their relatives shall either directly or indirectly enter into any contract with the Samaj for providing goods, equipment or services for remuneration, payment or monetary gain. Any member in good standing wishing to enter into a contract with the Samaj for provision of goods, services or equipment for monetary gain shall be vetted by the Executive.

15. BYLAWS

The Bylaws [except 3(d) and 4(e)] may be rescinded, altered or added to by a "Special Resolution" in the Annual General meeting. A Special Resolution can only be done at an Annual General Meeting with thirty (30) days' notice of this meeting. At this meeting minimum of 75% of the members must vote in favour of this Special Resolution.

16. LIABILITY

The President, Secretary, Treasurer, Directors or any office member of the society shall not be liable, personally or otherwise for any dealings financial or otherwise done by them on behalf of the Samaj. It is expressly understood that the office bearers of the society are offering their services purely on a voluntary service basis.

17. DISSOLUTION

The Samaj may be dissolved, if 85% of the members in good standing request and vote for the dissolution at the Annual General Meeting (AGM). Upon dissolution, all the assets of the Samaj including the bank and cash funds, chattels and accounts receivables shall be distributed to such charity or charities as voted by 85% of the members in good standing.

Date: _____

Signature:		Address including postal code:
Print Name:	JAGAT PANDYA	2145 28 STREET NW, EDMONTON, AB T6T 0K1
Signature:		Address including postal code:
Print Name:	RAKESH BHATT	410, 1628 48 STREET, EDMONTON, AB T6L 5P2
Signature:		Address including postal code:
Print Name:	NILESH VYAS	163 52 STREET S.W., EDMONTON, AB T6X 0Z6
Signature:		Address including postal code:
Print Name:	NIKHIL JOSHI	3323 14 AVENUE N.W., EDMONTON, AB T6T 0X3
Signature:		Address including postal code:
Print Name:	ASHOK DAVE	1623 65 STREET S.W., EDMONTON, AB T6X 0N1
Signature:		Address including postal code:
Print Name:	VIHIRKUMAR JOSHI	111, 2808 79 STREET N.W., EDMONTON, AB T6K 3W2
Signature:		Address including postal code:
Print Name:	KAPILDEV VYAS	5405 15 AVENUE S.W., EDMONTON, AB T6X 1R5

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