

By-laws of TNMC Alumni Association of America

ARTICLE 1: NAME

Name of the organization shall be TNMC Alumni Association of America

Adopted on August 14th, 2010

ARTICLE 2: PURPOSE

Purpose of the organization is to (a) Develop friendship and camaraderie among all of the graduates of Topiwala National Medical college (TNMC) in India and those who have settled outside of India, (b) maintain pride and honor in the college, and (c) Engage in raising charitable contributions for donation to TNMC or any other charitable cause.

ARTICLE 3: A NON PROFIT ORGANIZATION

The 'Association' shall be a nonprofit organization as defined by US Internal Revenue Section 501 © (3) and shall conduct its business in compliance of this code. Its members shall acquire no interest in the property or assets of the 'Association'. Members and their elected representatives shall not be personally liable for any debt incurred by 'Association' or by any action taken by the 'Association'.

ARTICLE 4: LIFE OF ORGANIZATION AND DISSOLUTION

Period of existence: The time and period of existence of the Association shall be perpetual or until dissolved as provided. If for any reason, it becomes necessary and advisable to dissolve the Association, the assets remaining after the payment of all liabilities shall be transferred to any other 501 © 3 qualified charitable organization(s) in USA which will properly use the funds for any or all charitable activities outlined in this constitution or amendments thereto.

ARTICLE 5: MEMBERSHIP

All alumni of TNMC are eligible to be voting members of organization. Annual dues if any shall be decided by Executive committee and subject to approval by general membership.

ARTICLE 6: GOVERNANCE OF ORGANIZATION

EXECUTIVE COMMITTEE: The executive committee should include a President, a President-Elect, a secretary, a Treasurer and 5 or more at the discretion of the committee. Total number of the members of committee will be an odd number. Only voting members can serve on executive committee. Term of the committee will be for 3 year and will be effective from the day of the general body meeting to the next general body meeting.

The **President** shall preside and organize the meetings of the executive committee as well as at the meetings of the association. She/he shall inform all members of the committee of any meetings and prepare an agenda. Persons wishing to place items on agenda must contact the president prior to the meeting. President is expected to take initiative in arranging the scheduled meetings, appoint committees to further purpose of the Association and in general to call the attention of the association to any matter which affects its common interests. President conducts the affairs of the association with the approval of the simple majority of the executive committee members.

The **President-Elect** will preside at the meetings of executive committee as well as the meetings of association in the absence of the President. At the end of her/his term of the office, the President-Elect will succeed to the office of President. In the event that the office of the President becomes vacant her/his term, the President -Elect shall fill the vacancy for the remainder of the term and shall be the President for the following term.

The **Secretary** will take minutes of the executive committee meetings and circulate them to the executive committee members. Secretary shall circulate to the association members any actions of the executive committee, forthcoming meeting announcements and all items requiring membership voting. In general the secretary shall keep membership informed of the affairs of the association.

The **Treasurer** shall collect dues and handle all financial affairs of the association and present financial reports of the association to the members. Treasurer shall also be responsible to file income tax returns as required by section 501 © (3)

Minimum requirement for the office of President and President-Elect is that they must have served at least one term as a member of the executive committee except for the first year of functioning existence of the association when any member can be elected to these positions.

In the event that the office of Secretary, Treasurer or committee members becomes vacant during the term of the committee, the executive committee shall appoint a member to fill the vacancy for the unexpired term.

The committee may expand the members of the committee to include regional representatives who will be (voting/nonvoting) members of the committee, to enhance the purpose of the association. In any case total number of committee members shall remain odd number.

BOARD OF TRUSTEES: There shall be 5 members of board of trustees. Term of Board of trustees shall be life long unless a trustee resigns. An office holder also can be a trustee.

Board of trustees will function as liaison between the association and other alumni chapters globally, the medical college (TNMC) and affiliated institutions to fulfill the purpose of the organization.

LIABILITY: The association or its members will not hold the members of executive committee and board of trustees or any other person acting on its behalf individually or collectively, liable for the decisions or actions taken in good faith on behalf of the association.

ARTICLE 7: NOMINATING COMMITTEE AND ELECTION OF OFFICERS

Board of trustees shall nominate the executive committee. Minimum requirement for the office of President and President-Elect is that they must have served at least one term as a member of the executive committee except for the first year of functioning existence of the association when any member can be elected to these positions.

Any members who want to serve on executive committee shall contact board of trustees at least 30 days before the scheduled election takes place to facilitate proper election procedure.

ARTICLE 8: QUORUM FOR THE GENERAL MEETING:

Voting members attending the meeting physically or by any other communication medium shall be considered the quorum for purpose of vote at general meeting. Except for amendments to bylaws or dissolution of the association which will require vote of 2/3 of attendants, rest of the business that need to be voted shall require simple majority of membership vote.

ARTICLE 9: ATTENDANCE AT MEETING

Attendance at the general body meeting or executive committee meeting may be in person or by any other means of communication. General body meeting will be every 3 years. Frequency of meetings of executive committee shall be at the discretion of the president in consultation with the committee however a simple majority of members of executive committee may initiate such meeting.

ARTICLE 10: AMENDMENTS TO BYLAWS

Amendments to bylaws: Amendments to the bylaws may be proposed by the executive committee in consultation with the board of trustees and will be voted by 2/3 majority of quorum at general meeting of the association.