

**SRUTI**  
**The India Music and Dance Society**

**FINAL DRAFT**

**CONSTITUTION AND BY-LAWS**

**404 LYNDBURST DRIVE, BROOMALL, PA 19008**

**CONSTITUTION AND BY-LAWS**  
**ARTICLE 1. NAME**

The name of the organization shall be "SRUTI - The India Music and Dance Society," hereinafter called SRUTI or the Society.

## ARTICLE 2. AIMS, OBJECTIVES AND ACTIVITIES

SRUTI is a non-profit association organized exclusively for cultural, charitable, religious, and educational purposes, including, for such purposes, the making of distributions to organizations under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding section of any future Federal tax code). Specifically, its aims and objectives are:

1. To promote and foster the classical music and dances of India, in particular, of South India;
2. To bring together, in a spirit of cooperation and unity, all those people of the Delaware Valley that are interested in these arts, and to effectively serve their common interest.

SRUTI will pursue these objectives through the following activities:

- a) Arrange programs of classical music and dance by reputed artistes;
- b) Collaborate with, support and assist, other sponsors (individuals as well as institutions) of such programs;
- c) Seek the cooperation of other cultural associations in developing a large body of members so the Society may serve as large a number of people as possible; and
- d) Act in any other manner that would create, promote, and nurture interest in the aforementioned arts, e.g., organize workshops, seminars.

## ARTICLE 3. MEMBERSHIP

### Section 1. Eligibility

Any individual or family that subscribes to the objectives of the Society is eligible for membership of the Society. Eligibility shall in no case be governed by race, color, sex, nationality, language or religion.

### Section 2. Categories of Membership and Dues

#### (1) Categories

- a) General Membership: This category of membership is open to any individual or family that pays the appropriate annual membership dues.
- b) Student Membership: This category of membership is open to any eligible individual who is registered as a full time student in an educational institution and who pays the appropriate annual membership dues.
- c) Life Membership: This category of membership is open to any eligible individual or family that pays the appropriate dues in a manner stipulated by the Managing Committee.
- d) Honorary Life Membership: Upon the recommendation of the officers of the Society, the Honorary Life Membership may be conferred by the Society on individuals who have made significant contributions to the Society in furthering its objectives, or to the fields of art that are of interest to the Society, or to the community at large.

#### (2) Family

For purposes of membership and its incidents, a family is considered as consisting of parents, their dependent children, and any other dependent relative or relatives living with them. Any member of a family, if he or she should so desire, can become a member of the Society in his or her own individual capacity, subject to the conditions of eligibility, by paying the appropriate membership dues.

#### (3) Membership Dues:

The Membership dues shall be as determined by the officers of the Society from time to time. The annual membership dues shall be payable as of January 1 of each year.

#### (4) Admission to Membership:

An individual of family shall be considered a member of the Society as soon as the membership dues in the proper amount are received by the Society.

## ARTICLE 4. THE MANAGING COMMITTEE

### Section 1. Officers

1. The affairs of the Society shall be managed by a Managing Committee consisting of the following Officers:

President  
Vice-President  
Secretaries (2)  
    Recording Secretary  
    Corresponding Secretary  
Treasurer  
Members-at-Large (2)

2. The members of the Managing Committee will be elected by the general membership at an Election Meeting.

### Section 2. Eligibility of Officers

To hold office, an individual must be of legal age, a member in good standing, and must have been a member of the Society for at least 6 months prior to the date of election.

### Section 3. Term of Office

The term of office of each Officer of the Managing Committee shall be two years or until a successor is elected and it shall begin at the close of the Election Meeting at which he/she is elected. No Officer shall hold more than one office at a time except temporarily and no Officer shall be eligible to serve more than two consecutive terms in the same office.

### Section 4. Resignation

Any Officer deciding to resign from the Managing Committee shall submit his/her resignation in writing to the Managing Committee.

### Section 5. Vacancy

1. President If the Presidency falls vacant for any reason, the Vice-President shall automatically become the President for the remainder of the term and the members of the Society shall be informed of the change within four (4) weeks of the date of succession.

2. Other Officers If any other office falls vacant, the President shall appoint within four (4) weeks of the arising of such vacancy a member of the Society to fill the vacancy for the remainder of the term, subject to majority consent of the Managing Committee. The member so chosen for appointment shall not already have been an officer on the current Managing Committee, and shall, in addition, fulfill the other conditions of eligibility of Officers described in Section 2 of this Article. The members of the Society shall be informed of the appointment within four (4) weeks of the date of the appointment.
3. If, due to unusual circumstances, four or more such vacancies occur within twelve months of the election, fresh elections shall be called to elect a new Managing Committee.

#### Section 6. Duties of Officers

The duties of the Officers, shall include the following:

1. President:
  - Preside over all meeting of the Society/Managing Committee and be responsible for maintaining order and discipline during it proceedings;
  - Carry out all the resolution of the Society and be responsible for overseeing all of its activities;
  - Coordinate the work of various committees;
  - Maintain good relationship with the membership, the public at large, and with other organizations;
  - Represent, or authorize another officer or member to represent, the Society in dealing with outside organizations and agencies;
  - Serve as ex-Officio member of various committees of the Society, if so desired by the Committees, except the Election Committee
2. Vice-President:
  - Assist int he President in the overall discharge of his/her duties, and in particular, in developing and maintaining public relations;
  - Be in charge of publicity efforts of the Society and efforts to maintain and enlarge membership;
  - Present an activities report at the Election meeting;
  - Function as President in the latter's absence;
  - Perform any other duties assigned by the President.
3. Recording Secretary
  - Keep minutes of the Managing Committee meetings;
  - Take charge of all documents belonging to the Society when requested;
  - Perform any other duties assigned by the President.

4. Corresponding Secretary
  - Maintain an up-to-date list of all members, officers, and members of various committees of the Society;
  - Notify officers and members of all meetings and other activities of the Society;
  - Conduct correspondence as directed by the President;
  - Perform any other duties assigned by the President.
  
5. Treasurer
  - Maintain up-to-date records of all financial transactions of the Society;
  - Receive and deposit monies owed to the Organization;
  - Pay bills of all expenses authorized by the President;
  - Assist the Corresponding Secretary in maintaining a current list of members;
  - Present a complete, audited financial report at the Election Meeting.
  
6. Members-at-Large
  - Assist the Vice-President in enlarging the membership;
  - Perform any other duties assigned by the President.

Section 7. Quorum

A quorum consisting of a majority of the Managing Committee, shall be required at all meetings of the said Committee. No proxies shall be allowed. A meeting postponed due to lack of quorum may not be reconvened the same day. No quorum shall be required at the reconvened meeting.

## ARTICLE 5. OTHER COMMITTEES

### Section 1. Resources Committee

1. A Resources Committee shall be appointed by the President promptly after the Election Meeting. It shall be composed of the vice-President and the Treasurer of the Society (both ex-officio) and three (3) other members.
2. The Resources Committee will function in an advisory capacity to the Managing Committee. Its functions would be develop and make recommendations to the Managing Committee concerning the following:
  - Fund-raising programs;
  - Membership drives;
  - Long-range plan;
  - Any other activities needed to improve the financial and other resources of the Society.
3. The Resources Committee shall elect its chairman from among its members.
4. Any vacancies in the Resources Committee shall be filled by the President in consultation with the Managing and Resources Committees.
5. A report of the activities of the Resources Committee shall be presented at the Election Meeting by a duly authorized member of the Committee.

### Section 2. Other Standing or Special Committee

The President shall appoint such other Committees, Standing or Special, as the Managing Committee shall deem necessary to carry on the work of the Society effectively. The President shall serve as an ex-officio member of any or all such committees, if so desired by those committees, except the Election Committee. Each committee shall elect its chairman from among its members.



## ARTICLE 6. ELECTION AND OTHER MEETINGS

### Section 1. Election Meeting

1. A General Meeting of all members of the Society shall normally be held once every two years at a time and place decided by the Managing Committee for the purpose of electing new Officers of the Society.

This meeting shall be known as the Election Meeting. Financial and Activities reports of the Society for the term shall also be presented at this meeting by duly authorized officers of the outgoing Managing Committee and the Resources Committee. Any other duly authorized business may also be transacted.

2. An Election Meeting may also be held in the event that, during the normal term, four or more vacancies have been filled in the Managing Committee within twelve months of election.
3. The notice of the Election Meeting shall be sent to all members of the Society at least three (3) weeks prior to the date of the meeting.
4. Twenty-five (25) members of good standing including proxies, if any, shall constitute a quorum.
5. A quorum shall be required at the Election Meeting. If the quorum is not satisfied, the meeting shall be adjourned and reconvened between two (2) and four (4) weeks. A notice of at least one (1) week shall be given of the reconvened meeting. No quorum shall be required at the reconvened meeting.

### Section 2. Election of Officers

1. Elections shall be held for the following offices:

- a) Managing Committee
  - President,
  - Vice-President,
  - Recording Secretary,
  - Corresponding Secretary,
  - Treasurer,
  - Members-at-Large

2. The election shall be conducted by an Election Committee consisting of a Chairman and two members, appointed by the President at least three (3) weeks prior to the date of election. The President shall not be eligible to serve on this Committee in any capacity. All three members of the Election Committee shall be members of the Society in good standing, and in addition, the Chairman of the Election Committee shall have been a member of the Society for at least six (6) months prior to the date

of the appointment. None of the members of the Election Committee shall be a candidate for any office for which the election is being held.

3. The functions of the Election Committee shall be as follows:
    - Receive nominations - nominations for any office shall be received until the time of election;
    - Verify eligibility of each nominee and present a list of candidates for each office;
    - Devise a suitable procedure for voting that ensures fairness and impartiality;
    - Determine the validity of votes cast and count the votes; and
    - Declare results.
  4. If, in the case of election to any office, there is a tie between/among candidates, there will be a run-off election between/among candidates involved in the tie. The run-off election shall be held at the same election meeting.
  5. Each member, individual or family, has one vote. Splitting of votes shall not be allowed.
  6. A member entitled to vote may vote by proxy, appointed in writing by the member. Such proxies shall be filed with the Election Committee before or at the Election Meeting.
  7. The Election Committee shall automatically cease to exist after one (1) week from the date of the election, unless its term is extended by the President.
  8. In all matters pertaining to the election, the decision of the Election Committee shall be final and binding.
- ction 3. General Meeting
1. A General Meeting of all members, in addition to the Election Meeting, may be held if the officers of the Society so decide or at the written request of not less than twenty (20) members of the Society who are in good standing. The purpose of the meeting shall be stated in the notice.
  2. The notice of a General Meeting shall be sent to all members of the Society at least three (3) weeks prior to the date of the meeting.
  3. No quorum is required at a General Meeting, however, if a change in the Constitution and by-laws is proposed, a quorum is required.

## ARTICLE 7. FINANCES

### Section 1. Inurement of Funds

No part of the net earnings of the Society shall inure to the benefit of, or be distributable to its members, trustees, directors, officers, or other private persons, except that the Society shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of Section 501 (c)(3) purposes. No substantial part of the activities of the Society shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Society shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to, any candidate for public office.

Notwithstanding any other provision of these articles, the Society shall not carry on any other activities not permitted to be carried on (a) by a corporation/organization exempt from Federal income tax under Section 501 (c)(3) of the Internal Revenue Code (or corresponding section of any future Federal tax code) or (b) by a corporation/organization, contributions to which are deductible under Section 170 (c)(2) of the Internal Revenue Code (or corresponding section of any future Federal tax code).

### Section 2. Bank Accounts

One or more accounts in the name of the Society shall be opened in one or more financial institutions. These will be operated by the President and/or Treasurer of the Society. Any expense of one thousand dollars (\$1000.00) or more shall require the signatures of both the President and the Treasurer on the check and the financial institution(s) shall be notified accordingly. In addition to these two officers, any other officer(s) may be authorized by the Managing Committee to operate the account(s).

### Section 3. Financial Year

The calendar year shall constitute the financial year.

### Section 4. Financial Audit and Report

The Society's accounts shall be audited by one (1) to three (3) members of good standing of the Society appointed by the President. The audited report of all financial transactions shall be presented by the Treasurer at the Election Meeting.

## ARTICLE 8. AMENDMENT

The Constitution and the by-laws of the Society may be amended at an Election Meeting or a General Meeting of the Society, provided;

- 1) The amendment has been introduced by not less than five (5) members in good standing;
- 2) A copy of the statement of the amendment has been
  - a) sent to the officers not less than five (5) weeks prior to the date of the meeting at which the amendment is to be voted on;
  - b) distributed to all members of the Society not less than three (3) weeks prior to the date of the meeting at which the amendment is to be voted on; and
- 3) The quorum is satisfied as defined in Article 6, Section 1 (4).
- 4) At least a two-thirds majority of members present at the meeting and the proxies favor the amendment.

In case the amendment is being introduced by the Managing Committee itself, the requirement in (2)(a) shall not apply.

## ARTICLE 9. DISSOLUTION

### Section 1. Dissolution of the Society

The dissolution of the Society shall be determined by a two-thirds majority vote of the members at a General Meeting. A quorum shall be required at this meeting.

### Section 2. Disposition of Funds

Upon dissolution of the Society, assets shall be distributed for one or more exempt purposes within the meaning of Section 501 (c)(3) of the Internal Revenue Code (or corresponding section of any future Federal tax code), or shall be distributed to the Federal government, or to a state or local government for a public purpose.

#### ARTICLE 10. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Society in all cases to which they are applicable and in which they are not inconsistent with these by-laws and any special rules of order the Society may adopt.

# SRUTI

THE INDIA MUSIC & DANCE SOCIETY  
GENERAL BODY MEETING - NOVEMBER 23, 1997

## Amendments to Bye-laws

- Article 3, Section 2. categories of membership:
  - delete b) Student membership
  
- Article 3, Section 2,
  - replace category c) as category b) Life membership
  - introduce new categories of Life membership
  
- 1. Regular Life Membership This category of membership is open to any eligible individual or family that pays the appropriate dues in a manner stipulated by the Board of Directors. Any benefits provided to a regular life member at the time of becoming a regular life member shall not be reduced subsequently.
  
- 2. Donor Life Membership This category of membership is open to any eligible individual or family that pays the appropriate dues in a manner stipulated by the Board of Directors. A donor life member will receive all the benefits given to a regular life member. The Board of Directors may institute additional benefits to a donor life member. Any benefits provided to a donor life member at the time of becoming a donor life member shall not be reduced subsequently.
  
- 3. Patron Life Membership This category of membership is open to any eligible individual or family that pays the appropriate dues in a manner stipulated by the Board of Directors. A patron life member will receive all the benefits given to regular and donor life members. The Board of Directors may institute additional benefits to a patron life member. Any benefits provided to a patron life member at the time of becoming a patron life member shall not be reduced subsequently.
  
- Article 3, Section 2. Renumber category d) to category c)
  
- Article 3, Section 2 (3) Membership dues
  - Add to the end of the section:  
A General membership may be converted to any category of Life membership within the first year by paying the difference between the respective dues.  
A Regular life membership may be converted to a donor or patron life membership by paying the difference between the respective dues.  
A donor life membership may be converted to a patron life membership at any time by paying the difference between the respective dues.

Exhibit A

- Article 4: The Managing Committee
  - Change the title to: The Board of Directors
- Change all occurrences of Managing Committee to Board of Directors
- Article 5, Section 1 (4) (line 2)
  - change Managing to Board of Directors
  - change committees to committee
- Article 5. Other Committees
  - (new section 2)
  - Section 2. Transition Committee

1. At least 2 weeks before the election meeting (see Article 6), The Board of Directors shall appoint a Transition Committee consisting of the President, the Treasurer and 1-2 other members of the Board of Directors.

2. The Transition Committee will assist the newly elected Board of Directors in smooth transfer of financial and other documents, and other assets of the Society.

3. The newly elected Board of Directors will invite the Transition Committee to at least two (2) of their first six (6) meetings.

4. The Transition Committee shall cease to exist six (6) months after the date of the election meeting.

- Article 5
    - Renumber current Section 2 as Section 3
- (End of amendments.)