



BY-LAWS OF BIHAR ASSOCIATION OF CANADA (BACA) A NOT-FOR-PROFIT CORPORATION

ARTICLE I ORGANIZATION

1.1 The name of the organization shall be Bihar Association of Canada. Henceforth, it will be referred to as BACA.

1.2 The organization shall have a seal that will be in the form determined by the Executive Committee.

1.3 The organization may at its pleasure, by a vote of the membership body, change its name.

ARTICLE II PURPOSES

The following are the purposes for which this organization has been formed:

2.1 To facilitate interaction amongst the Canadians and immigrants to Canada, who are of Bihar (India) and Jharkhand (India) origin, or their friends and relatives.

2.2 To promote the culture of Bihar and Jharkhand.



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2.3 To provide financial and other assistance to Bihar and Jharkhand in emergency situations, like flood, drought and earthquake.

ARTICLE III MEMBERSHIP

3.1 Membership in this organization shall be open to all who are the 1st, 2nd or 3rd generation NRIs from Bihar and Jharkhand and all those recommended by the above.

ARTICLE IV MEETINGS

4.1 The annual membership meeting of this organization shall be held in the fall of each year during the Dashehra celebration of the organization, except if due to unavoidable circumstances, such meeting is not possible, then and in that event, the Board of Directors shall fix the day but it shall not be more than six months from the date fixed by these By-Laws.

4.2 The Secretary shall send notification by e-mail to every member in good standing in the membership roll book in this organization, a notice telling the time and place of such annual meeting.



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4.3 The presence of not less than 30 percent of the members shall constitute a quorum and shall be necessary to conduct the business of this organization, but a lesser percentage may adjourn the meeting for a period to be determined by the Executive Committee of the organization. The Secretary shall cause a notice of this scheduled meeting to be sent to all those members who were not present at the meeting originally called. A quorum as herein before set forth shall be required at any adjourned meeting.

4.4 The President may call special meetings of this organization, when he or she deems it fit for the best interests of the organization. Notices of such meetings shall be e-mailed to all members at least ten (10) days before the scheduled date set for such special meetings. Such notice shall state the reasons for the meeting being called, the business to be transacted at such meeting and by whom it was called.

4.5 No other business, but that specified in the notice, may be transacted at such special meetings without the unanimous consent of all present at such meetings.

ARTICLE V VOTING

5.1 At all meetings, all votes shall be by voice including the election of President. The Directors of the organization shall make the nomination of the candidates for President. At the conclusion of votes, one of the Directors will announce the result and confirm the elected President for two years unless extended by the Board of Directors.



ARTICLE VI ORDER OF BUSINESS AT THE ANNUAL MEETING

- 6.1 The President shall preside the meeting and confirm the QUORUM.
- 6.2 Reading of the Minutes of the preceding meeting by General Secretary.
- 6.3 Reports of Committees by President.
- 6.3 Old and Unfinished Business.
- 6.4 Voting for President.
- 6.5 Adjournments and declaration of the start of cultural event if planned on same day.

ARTICLE VII Officers of Organization

- 7.1 An Executive Committee consisting of Directors, President, Secretary and other members as deemed appropriate by the President, shall manage the business of this organization. However, the President shall inform the Directors about the appointments of the members of the Executive Committee before confirming them.
- 7.2 The organization will have five Directors, henceforth referred to as the Board of Directors, and will also be recognized as the Trustees of the organization. Any new Director to be chosen shall be chosen at the annual meeting of this



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organization in the same manner and style as the President of this organization and he or she shall serve for a term of four years.

7.3 The Board of Directors shall have the control and management of the affairs and business of this organization if the President resigns or is forced to quit before his or her term of office or until such time as the new President is elected.

7.4 A committee of Founding Members, Past Presidents of BACA and other Prominent Members from Bihar and Jharkhand, residing in Canada, with the ability and commitment to enhance the Association, shall fill vacancies in the Board of Directors.

7.5 No Director will occupy the office for more than five years.

7.6 Existing or Founding Directors shall continue serving as Directors of this organization for a period not exceeding the maximum term specified from the day the By-laws are enacted.

7.7 All BACA officials must be fully paid up with respect to membership dues and admission fees in order to remain in office.

ARTICLE VIII Executive Committee

8.1 The members of the Executive Committee of the organization shall be as follows:

Directors:



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President:

Vice President:

Secretary:

Treasurer:

Cultural Secretary:

Others?

8.2 The President shall preside at all Executive Committee meetings.

8.3 He/She shall present at each annual meeting of the organization an annual report of the work of the organization.

8.4 He/She shall appoint all committees, temporary or permanent.

8.5 He/She shall see all books, reports and certificates, as required by law, are properly kept or filed.

8.6 He/She shall be one of the officers who may sign the checks or drafts of the organization.

8.7 He/She shall have such powers as may be reasonably construed as belonging to the chief executive of any organization.

8.8 The Vice President shall in the event of the absence or inability of the President to exercise his office become acting president of the organization with all the rights, privileges and powers as if he/she had been the duly elected president.

8.9 The Secretary shall keep the minutes and records of the organization in appropriate books.

8.10 He/She shall give and serve all notices to members of this organization.



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- 8.11 He/She shall be the official custodian of the records of this organization.
- 8.12 He/she may be authorized by the President to sign the checks and drafts of the organization.
- 8.13 He/She shall present to the Executive Committee at any meetings any communication addressed to him/her as Secretary of the organization.
- 8.14 He/She shall submit to the President any communication that shall be addressed to him/her as Secretary of the organization.
- 8.15 He/She shall attend to all correspondence of the organization and shall exercise all duties incident to the office of Secretary.
- 8.16 The Treasurer shall have the care and custody of all monies belonging to the organization and shall be solely responsible for such monies or securities of the organization.
- 8.17 He/she shall cause to be deposited in a regular business bank or trust company the monies generated from membership fees and/or cultural events and/or Fund raising events. The Board of Directors may cause such funds to be invested in such investments as shall be legal for a non-profit organization in Ontario.
- 8.18 He/She must be one of the members of Executive Committee who shall co-sign checks or drafts of the organization. No special fund may be set aside that shall make it unnecessary for the Treasurer to sign the checks issued upon it.
- 8.19 He/She shall render at each Executive Committee meeting a written account of the finances of the organization and such report shall be physically affixed to the minutes of such meeting.
- 8.20 No member of the Executive Committee shall for reason of his/her office be entitled to receive any salary or compensation.



ARTICLE IX COMMITTEES

9.1 The President shall appoint all committees of this organization, and their term of office shall be for a period of two years, coinciding with the term of the President or less if sooner terminated by the action of the Board of Directors.

ARTICLE X MEMBERSHIP DUES

10.1 The dues of this organization shall be \$ 20.00 per annum FOR THE INDIVIDUAL AND \$ 25.00 FOR THE FAMILY and shall be payable on or before the annual meeting day. The Executive Committee will review the dues structure every year and may decide to increase or decrease them.

ARTICLE XI AMENDMENTS

11.1 These By-laws may be altered, amended, repealed or added to by an affirmative vote of not less than 50 percent of the members.



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Prepared by Gyan Rajhans and adopted on January 1st, 2010.

Article 7.4 changed with the addition of “Founding and Prominent Members”, adopted by the BACA General Body at Dashehra 2011 on October 23rd, 2011.