

BYLAWS
IRAQI AMERICAN ASSOCIATION OF ILLINOIS

Established June 1996

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ARTICLE I- Name

This organization shall be known as the Iraqi American Association of Illinois, a non-profit corporation herein after referred to in the Bylaws as IAAI.

ARTICLE II- Purpose

The IAAI is organized for social, cultural, educational and humanitarian purposes. It is a secular, non for profit and non-political organization

ARTICLE III- Objectives

1. To promote social and cultural interaction among the Iraqi American Community in the State of Illinois.
2. To encourage professional networking among the Iraqi American Community in Illinois, other States, and other Countries.
3. To provide educational opportunities for youth of Iraqi origin and the wider American community to learn more about the rich Iraqi heritage and culture.
4. To encourage contact and cooperation between members of the Association and other organizations in the United States and abroad, which have mutual interests.
5. To provide assistance to the needy members of the Iraqi community.

ARTICLE IV- Membership

Section 1. Categories of Membership

The IAAI shall have three categories of membership: active, associate, and honorary.

1. **Active**
Any person of Iraqi heritage and his/her family, who reside in the State of Illinois and pays the annual dues and is not involve in any activity or activities that harm the Association and /or community, as determined by the Executive Committee, shall be eligible for active membership.

An active member shall have the right to vote on all propositions submitted to the membership at large and the privilege to attend all meetings of the Association. The active member shall also be eligible to hold any office and

receive any honor bestowed by the Association. Only members of Iraqi heritage qualify for the president position.

2. Associate:

Any person of Iraqi heritage and his or her family, or person who identifies with Iraqi culture who does not qualify for active membership but is interest in furthering the objectives of the Association and pays annual dues, may qualify for associate membership. This includes students, temporary visitors and persons residing outside the State of Illinois.

An associate member shall have all the privileges of active membership including the right to attend and participate in all meetings of the Association,

3. Honorary

Any person who identifies with the goals of the Association may be nominated by two active members for honorary membership subject to the approval of the Executive Committee. Honorary members don't pay dues.

Section 2. Application for Membership

Applicant for membership shall become members upon submission of a completed application form, approval by the Executive Committee, and payment of dues.

Section 3. Communications with the Association.

All members shall be expected to respond to inquiries from the treasurer of the Association concerning their status and current address in order to remain on the Association's mailing list. Failure to respond to such inquiries for two successive years will automatically result in the removal of such members from the membership list. Such members may be restored to the membership list upon written request to the Treasurer of the Association and payment of dues.

All members have the right to receive timely communication from the Association regarding its meetings and activities or other pertinent information.

Section 4. Termination of Membership

Membership may be terminated by either the members themselves or by the Association. Members may withdraw their membership from the Association by a written notice to the itself for a member's failure to pay membership dues on time. The delinquent member shall be notified in writing by the Treasurer if membership dues are not paid by the beginning of the calendar year. If the dues are not received by the following annual meeting of the Association, such members will be dropped from the membership list. Payment of all delinquent dues shall be condition of reinstatement.

Any member of the Association, will be removed from office by two third majority vote of the Executive Committee when in there judgment such action is in the best interest of the Association. A member so terminated by the Executive Committee may appeal the decision and if two third majority of the Executive Committee approves reinstatement, the terminated member shall be reinstated.

Section 5. Liabilities of Members

No member of the Association shall be personally liable to the creditors of the Corporation for any liability of indebtedness, and any/all creditors shall look only to the assets of the Corporation.

ARTICLE V- Funds and Assessments:

Section 1. Annual Dues:

The amount of the annual dues for the ensuing year shall be determined by the Executive Committee. Active and Associate members shall pay their respective dues as determined by the Executive Committee. Honorary members need not to pay dues. Membership dues shall be paid to the Association treasurer before the beginning of each calendar year and end of December 31.

Section 2. Funds of the Association

All incoming funds, whether dues, donations, or miscellaneous proceeds shall be placed under the custody of the Treasurer. Such funds shall be placed in separate bank/or savings and loan accounts requiring the signatures of both the President and the Treasurer for withdrawal. Moneys collected for charitable purposes shall be placed in a separate accounts.

ARTICLE VI- Officers

Section 1. Executive Committee

The elected officers of the Association shall be President, President Elect, Secretary, Treasurer, Immediate Past-President, and four Committee Chairperson.

Section 2. Terms of Office

The President and President Elect shall serve for a term of two years and shall not succeed himself/herself in the same office. The Secretary and Treasurer shall serve for a term of two years and can serve in the same office if re-elected, but are limited to three consecutive terms. The President –Elect will serve as the President at the end of the current president term. Four Committee Chairperson shall have a term of three years renewable twice.

Section 3. Duties of the President

The President is the Chief Executive Office of IAAI and is responsible for the general supervision and control of all the Association's business. He/she shall reside at all the meetings of the Association, and chair the Executive Committee.

Section 4. Duties of the President-Elect.

The President-Elect is responsible for the operation of IAAI. He/she shall execute assignments as elected by the President, and shall assume the duties and responsibilities of the President in the absence, sickness, disability or resignation of the President. The President-Elect will serve as President of IAAI at the end of the current President's term.

Section 5. Duties of the Secretary

The Secretary is responsible for keeping minutes of all meetings of the Association. His/her responsibilities include notifying members in writing of the meetings, resolutions, Bylaws changes, and maintaining a file of records of the Association. Such file must include the names of officers and committee members, minutes, copies of all Bylaws and revisions, financial reports and records, and other pertinent material and correspondence.

Section 6. Duties of the Treasurer

The Treasurer is responsible for keeping an accurate record of all receipts, and Expenditures of money, collecting all money due to the Association and depositing them in the bank selected by the Executive Committee, and making signed and authorized Disbursements. He/she is responsible for processing application forms, collecting dues, Maintaining a current list of members and notify members whose dues have not been Paid by the beginning of the calendar year. He/she shall prepare an annual financial report for presentation to the Association at the end of the fiscal year. The Treasurer shall assist the Committee Chair in mailing of flyers for their activities and collection of money.

Section 7. Duties of the four Committee Chairperson

These are responsible for planning and organizing the Association's social, cultural, educational and humanitarian activities as well as special events in coordination with the Treasurer and according to the plan of activities approved by the Executive Committee.

Section 8. Duties of the Immediate Past-President

The immediate Past-President shall have the right to attend all Executive Committee meetings and vote on all resolutions. He/she shall also act in an advisory capacity to all

Association's officials.

ARTICLE VII- Election of Officers

Section 1. Nomination and Election Committee

The President should appoint a Nomination Committee to recommend the names of at least two candidates for each office who have expressed a willingness to serve if elected. The Nominating Committee shall submit these names to the Executive Committee at least one month before the annual meeting (generally held in December).

Section 2. Additional Nominations

Additional nomination may be made by petition by three members in writing to the Secretary six weeks before the annual meeting. It shall be the responsibility of the persons making nomination to determine prior to the nomination, that the nominee is eligible and willing to serve if elected.

Section 3. Eligibility for Elected Office

To qualify for election to an office, a person must have been a member in good standing for at least one year prior to nomination with all dues having been fully paid.

Section 4. Election of Officers

Elections of all offices shall be by a secret ballot mailed to members. Ballots and a brief biographical sketch of each candidate shall be sent to all active members for a vote prior to the annual meeting. All returned ballots before the deadline as set by the Nomination Committee will be counted at the General Meeting in December. Candidates receiving a simple majority vote shall be elected. Members attending the annual meeting will take a vote to break any ties. The President shall announce the results of the election at the end of the annual meeting of the Association in December.

Section 5. Starting Term of Office

Elected Candidates shall resume office on January 1st of the new calendar year.

Section 6. Vacancies

At the discretion of the Executive Committee, a vacancy in the elected office may be filled by a simple majority vote of the Executive Committee. The member so elected shall serve the unexpired balance of the term of the member he/she succeeded.

Section 7. Inability to Perform Executive Committee Duties

If an elected officer is unable or unwilling to perform the duties of his/her office as specified in the ARTICLE VI, he/she will be removed by the Executive Committee and the vacancy thus created be filled as per section 6 above.

ARTICLE VIII. Meetings

Section 1. Annual General Membership Meeting

The annual meeting shall be held in December of each year or at such other times as may be specified by the Executive Committee. The officers, at the request of the President shall provide written reports on their activities during previous year.

Section 2. Annual Meeting Agenda

The continuing President shall review what was accomplished and prepare an agenda for continuing his/her term, and present program of activities for the upcoming year. At the end of the existing President term, the President-Elect shall prepare the agenda for his/her term, and [present a program of activities for the upcoming year.

Section 3. Special Meetings

Special meetings of the membership may be called by the Executive Committee to be held at any other than the Annual Meeting to deal with unforeseen or emergency situations.

Section 4. Quorum Necessary for Meetings

The following is necessary for a quorum:

1. The Executive Committee meetings, a quorum shall consist of at least five members.
2. The General Membership meetings, a quorum shall consist of 25% of the total membership including at least two Executive Committee members.

Once a quorum is present, business may be conducted until adjournment notwithstanding the withdrawal of enough members to leave less than a quorum provided, however, that resolutions may be passed only upon a vote of majority of the initial quorum.

Section 5. Proxies

There shall be no voting by proxy.

ARTICLE IX- Committees

Section 1. Executive Committee

The Executive Committee shall consist of the elected officers as defined in ARTICLE VI, Section 1, which are the President, President-Elect, Secretary, Treasurer, Immediate Past-President, and Four Committee Chairperson. The Executive Committee shall act on all subjects pertaining to the general management of the Association.

Section 2. Other Committees

Other Committees may be established as deemed necessary by the President. The makeup, membership and duties of these committees shall be at the discretion of the Executive Committee.

ARTICLE X-Rules of Order

In the absence of any provision in the Bylaws of this Association, all members of the Association, and the Executive Committee shall be guided by the Parliamentary Rules as used and contained in the current edition **of Robert's Rules of Order**.

ARTICLE XI- Amendments

These Bylaws or any part of them, may be amended by a two-thirds vote of the members present at the annual meeting, provided that a written petition is made by a member in good standing, signed by at least 10% of the active members of the Association, and sent to all members prior to the Annual Meeting.

Written in Chicago, Illinois on June 1996.