

Telugu Association of Central Ohio's Constitution

Original – Adopted in October 2013

Amendments – Adopted in November 2017 &

September 2020

NOTE: While reading the constitution please be aware that the document is having latest amendments in respective sections. The amendment history and change log summary included at the end of the main constitution document.



Constitution of Telugu Association of Central Ohio

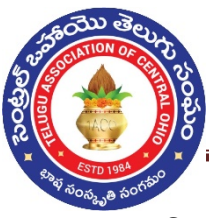
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Article I – Name, Purpose, and Non-Discrimination Policy

Section 1 – Name

The name of this organization shall be the TELUGU ASSOCIATION OF CENTRAL OHIO (herein after, " The Association "or "TACO").

Section 2 – Objectives

1. The Telugu Association of Central Ohio is organized exclusively for charitable, cultural, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).
2. The specific objectives are:
 - a. To represent Telugu Culture & Literature in Central Ohio and in the United States.
 - b. To develop cooperation and harmony within the Telugu community in central Ohio and in the United States.
 - c. To expose Telugu language, culture and heritage to the youth of Telugu origin.
 - d. To build mutual goodwill, understanding, and respect between the general people of North America and Andhra Pradesh and to contribute to social peace, harmony, and economic growth.
 - e. To represent, protect, and promote the interests of persons of Telugu origin.
 - f. To act as an organization to collect and transfer charities, donations, etc. at local, national, and international level for social, cultural, educational, economic, and humanitarian causes.
 - g. To organize and participate in the regional and national events which promote Telugu culture.
 - h. To promote friendship and cultural exchange with other similar organizations.

Section 3 – Non-Discrimination Policy

The organization and its members shall not discriminate against any individuals for reasons of race, color, creed, religion, national origin, gender, education, occupation, sexual orientation, and age.

Article II – Membership

Section 1 – Definition

1. The membership is open to all who accept the constitution of the Association.
2. The prospective member should be at least 18 years of age
3. To become a member of the Association, a person shall pay membership fee according to Section 2 in Article II

Section 2 – Membership Types and Fees

1. General Membership

- a. Family Membership – The membership covers a family (two partners and their children under the age of 22). Membership fee is \$50 for the calendar year ("Calendar Year" is defined as January 1 through December 31)
- b. Single Membership – The membership covers a single person. Membership fee is \$25 for the calendar year.
- c. The membership fee is subject to change only when the change is proposed by the Executive Committee and approved by the majority of the Board of Trustees.
- d. All members of General Membership are considered as part of the General Body of the organization (also referred to as TACO Members).



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2. Life Membership

- a. Life Membership –The membership covers an individual or a family comprising two partners. Children belonging to the family will enjoy the privileges of life membership until they turn 22 years of age.
- b. This is a life time membership. Fee for the membership is \$1000 which can be paid in two consecutive years with a minimum of \$500 in the first year.
- c. The Life time membership fee is subject to increase when the increase is proposed by the Executive Committee and approved by the majority of the Board of Trustees. The new fee shall be applicable only for the newly joining life time members.
- d. All members of Life Membership are considered as part of the General Body of the organization.

Article III- Officers of the Executive Committee

Section 1 – Titles

The Executive Committee of the Association shall consist of the following officers:

1. The President of the Association.
2. The Vice-President (Administration) of the Association.
3. The Vice-President (Cultural) of the Association.
4. The Vice-President (Events) of the Association.
5. The Vice-President (Sports) of the Association.
6. The Executive Secretary of the Association.
7. The Joint Secretary of the Association.
8. The Treasurer of the Association.
9. The President-Elect of the Association.
10. The Chairpersons of the Working Committees of the Association.

Section 2 – Terms of Executive Officers

The term of the Officers of the Executive Committee shall be for one calendar year.

Section 3 – Responsibilities of Executive Committee

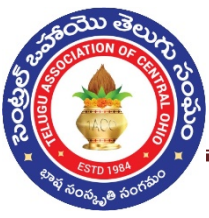
1. Executive committee is responsible to implement and carryout TACO objectives
2. Plan and coordinate minimum three cultural events (Sankranti, Ugadi, and Dasara/Deepavali). Executive committee must submit the budget to Board of Trustees for each event at least two weeks prior to the scheduled event for information only. Each event will be conducted with available funds, not exceeding \$15,000. For any event that requires more than \$15,000 budget, a prior approval is needed from the Board of Trustees before the event is initiated.
3. The executive committee should present a brief state-of-the-association report to the Board twice during the calendar year.

Section 3 – Executive Committee Meetings

The Executive Committee shall meet at least once in three months to discuss TACO activities, plans, and issues raised by the members. The Executive Committee may meet more often if such meetings are deemed necessary.

Section 4 – Executive Committee Quorum and Voting

1. A simple majority of members of the Executive Committee shall constitute a quorum.
2. Each member of the committee shall have one vote, and decisions of the Executive Committee shall be reached by a majority of members by voting.
3. All voting issues being brought up at the Executive Committee meeting should be submitted by the President to the members of the Executive Committee at least two days in advance of the meeting. A member who is unable to attend the meeting and chooses to vote electronically or in writing should submit their vote by the beginning of the meeting. Executive Committee members may choose to attend a meeting



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via teleconferencing.

4. In case of a tie, the issue shall be discussed further until a majority of the members vote in favor or against the issue.

Section 5 – Vacancies

1. In case of vacancy in the office of the President, The Vice -President (Administration) shall hold the office of the President for the rest of the term.
2. In case of vacancies in the office of the President and the Vice -President (Administration), the Vice -President (Cultural) shall hold the office of the President for the rest of the term.
3. In case of vacancies in the office of the President, the Vice-President (Administration), and the Vice-President (Cultural), Board of Trustees shall nominate three current members in the General Body for these three positions for the remainder of the term.

Article IV – Qualifications and Responsibilities of the Officers

Section 1 – The President

1. Qualifications:

Any person, who has been a member of the Association for at least two consecutive years that includes the prior year and has paid membership dues by March 31st of the current year at the time of submitting nomination, shall be eligible for election to this office.

2. Responsibilities:

- a. The President shall be the presiding officer of the Executive Committee.
- b. The President shall represent the Association in correspondence or through personal contacts with individuals and groups outside the membership of the organization.
- c. In case of his/her inability to do so, the President shall appoint any TACO member(s) to represent the Association.
- d. The President shall prepare, or assign someone to prepare, an annual general report on the activities of the Association for presentation to all members prior to the annual meeting of the members.
- e. The President shall appoint an advisory committee or other committees as and when needed for special purposes and events.

Section 2 – The Vice Presidents

1. Qualifications:

Any person, who has been a member of the Association for at least one-year prior to the serving year, shall be eligible for these positions. The President chooses and appoints the Vice Presidents

2. Responsibilities:

- a. The Vice- Presidents shall assist the President in the performance of his/her duties.
- b. The Vice-President (Administration) shall act as the President in event that the President is absent. The Vice - President (Cultural Activities) shall act as President in event that the President and Vice President (Administration) are absent.
- c. The Vice-President (Administration) succeeds to be the President in the event the latter leaves, resigns, etc.
- d. The Vice-President (Administration) is responsible for tracking and preserving various possessions/assets of the Association which have been acquired for use in various gatherings of the Association (e.g., Public Address systems, utensils used in food service).



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- e. The Vice-President (Administration) shall assist the President in communications with external organizations.
- f. The Vice-President (Administration) shall identify and implement educational and cultural projects for the benefit/interest of the association and its members.
- g. Together with the Executive Secretary, the Vice -President (Events) shall be responsible for arranging refreshments and food during the various gatherings of the members of the association.
- h. The Vice-President (Cultural) shall be responsible for the organization of entertainment events at various gatherings of the Association. This may include arranging cultural activities during various gatherings. The Vice-President (Cultural) may co-opt and chair a subcommittee to discharge part(s) of his/her responsibilities.
- i. The Vice-President (Sports) shall be responsible for the organization of sports events and for conducting the events. This may include arranging space and obtaining necessary items for the events.

Section 3 - The Executive Secretary

1. Qualifications:

Any Person, who has been a member of the Association for at least one-year prior to the serving year, shall be eligible for this position. The President chooses and appoints the Executive Secretary.

2. Responsibilities:

- a. The Secretary shall be responsible for correspondence, records, and the property of the Association.
- b. He or she shall assist the President in the implementation of policies and activities adopted by the Executive Committee.
- c. The Executive Secretary shall call meetings of the Association and the Executive Committee on the instruction of the President.
- d. The Executive Secretary shall assist the President in managing regular communications between the Executive Committee and the members of the Association.
- e. The Executive Secretary shall take minutes of TACO Executive Committee meetings and other general meetings of the members that occur from time to time.
- f. Together with the Vice -President (Administration), the Executive Secretary shall be responsible for arranging refreshments and food during various gatherings of the members of the association.

Section 4 - The Joint Secretary

1. Qualifications:

Any Person, who has been a member of the Association for at least one-year prior to the serving year, shall be eligible for this position. The President chooses and appoints the Joint Secretary.

2. Responsibilities:

- a. The Joint Secretary assists the Executive Secretary in the management of communications between the executive committee and the members of the Association. This may include assistance with regular mail, e- mail and other web-based communications.
- b. The Joint Secretary assists the Vice -President (Administration) in tracking and preserving various possessions of the Association which have been acquired for use in various gatherings of the Association (e.g., Public Address systems, utensils used in food service).



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Section 5 - The Treasurer

1. Qualifications:

Any Person, who has been a member of the Association for at least one-year prior to the serving year, shall be eligible for this position. The President chooses and appoints the Treasurer.

2. Responsibilities:

- a. The Treasurer will have the sole power to disburse money as part of General Operations Fund described under Section 1 of Article VII in the name of the Association. In the absence of Treasurer, President of the Executive Committee will have the authority to disburse money. The Treasurer shall stop disbursing money when the amount spent by the Executive Committee exceeds the budget amount approved by the Board of Trustees. In such a situation, the Treasurer may disburse payments only after the Executive Committee has sought special permission from the Board of Trustees before committing to that activity.
- b. The Treasurer shall prepare a financial report with a statement of income and expenditures of the association to be presented at the annual meeting of the members.
- c. The Treasurer, with the help of the President can appoint an Auditor to Audit the Financials.
- d. The Treasurer, with the help of the President will prepare the financial statement and submit to Board of Trustees.

Article V – Board of Trustees

The association shall have a board of trustees comprised of five individuals.

Section 1 – Title of Trustees and Method of Selection

1. Chairman Trustee: Chairman Trustee is elected by the Board of Trustees. The election of the Chairman Trustee should be completed by January 15th. Election and Constitution committee is responsible to accept nominations and to conduct the elections for the Chairman Trustee.
2. General Trustees: Two trustees shall be elected by the TACO members in an election. Any person, who has been a member of the Association for at least two consecutive years that includes the prior year and has paid membership dues by May 31st of the current year at the time of submitting nomination, shall be eligible for election to this office. This election shall be conducted along with the election of the President. The third general trustee shall be the outgoing president of the Association. This means the current year President will be the general Trustee for the following year. Current year President shall submit the acceptance letter to Constitution and Election Committee by September 30th in order to serve as a general Trustee for the following year. If the President chooses to not serve as a Trustee, or if the position is vacant, then the vacancy is chosen by the incoming president as per Section 5 of Article V.
3. Life Member Trustees: These two trustees shall be selected by the Life Members in an election. Trustees that contest for these two positions have to be Life Members paid fully by May 31st of the election year. This election shall be conducted along with the election of the President

Section 2 – Responsibilities of Trustees

1. The responsibility of the trustees is to guide the executive committee, especially in the organization of major events. For events, activities or purchases that entail large monetary commitments (e.g., purchase of new public address systems, organization of special paid programs), the Board of Trustees shall deliberate on proposals received from the Executive Committee. In all matters that the Board of Trustees votes on, a simple majority carries the motion.



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2. The Board should conduct meetings twice during the calendar year to review state-of-the-association reports submitted by the Executive Committee.
3. Chairman responsibilities:
 - a. The Chairman shall be the presiding officer of the Board of Trustees.
 - b. In case of his/her inability to do so, the Board of Trustees shall choose any member from Board of Trustees to represent the Board.
 - c. As needed, Chairman calls for the meetings.
 - d. Chairman is the point of contact for the Executive Committee.

Section 3 – Terms of Trustees

1. A member can be elected as a Trustee in either General or Life member category for a maximum of two terms of each two years, which is a total of 4 years during member lifetime, with an exception of outgoing president who becomes the general trustee shall serve for one year. If no valid nominations are received, the Election Committee can send a special election notification extending the eligibility to previously served trustees for an unfilled position(s).
2. During the first election, one General Trustee and one Life Member Trustee are elected for a one calendar year term and one General Trustee and one Life Member Trustee are elected for two calendar year term. At the end of the term of each member, a new member will be elected who will then stay on for two years.

Section 4 – Trustees Quorum and Voting

1. A simple majority of members of the Board of Trustees shall constitute a quorum.
2. Each member of the Board shall have one vote, and decisions of the Board shall be reached by a majority of the trustees by voting.
3. All voting issues being brought up at the Board of Trustees meeting should be submitted by the Chairman to the members of the Board at least two days in advance of the meeting. A member who is unable to attend the meeting and chooses to vote electronically or in writing should submit their vote by the beginning of the meeting. Trustees may choose to attend a meeting via teleconferencing.
4. In case of a tie, the issue shall be discussed further until a majority of the members vote in favor or against the issue.
5. Chairman may elect to invite the President or the entire Executive Committee for the Board of Trustees meeting as needed. If the meeting involves a decision, President or any member of the Executive Committee will not have a vote in the decision process.

Section 5 – Vacancies

1. If a member of the Board of Trustees resigns or leaves for other reasons, the current President of the Association may nominate another individual to fill the position for the remainder of the term as per Section 1 of Article V by the eligible members. If the remaining term is more than 18 months, a fresh election is called during the next assembly and the position is filled as per Section 1 of Article V by the eligible members.

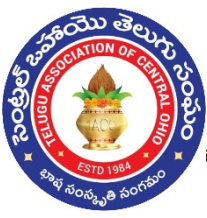
Article VI – Other Committees

Section 1 – Working Committees

1. Types and Responsibilities

The Association shall include the following four working committees:

- a. Constitution and Election Committee:
 - i. This committee shall manage the constitution and oversee that Executive committee, Board of Trustees, and all committees are adhering to the constitution.



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- ii. The Committee shall have plenary authority to amend the constitution as per Article -XII Constitutional Amendments.
- iii. The Committee shall oversee the election process as mentioned in the Article IX - Election
- iv. All communication to the General Body shall be implemented through the Executive Committee.
- b. Educational and Literary Committee:
 - i. The Education and Literary committee will oversee all the Telugu Education and Telugu literary events.
 - ii. Any activity including fund raising performed by this committee shall be approved by the Executive Committee.
 - iii. All communication to the General Body shall be implemented through the Executive Committee.
 - iv. This committee will work closely with local groups or organizations who promote Telugu Education and Telugu literary.
 - v. This committee is encouraged to conduct Educational and Literary related shows during the TACO yearly events with prior approval from the Executive Committee. Executive Committee is also encouraged to accommodate such shows conducted by the Educational and Literary Committee.
 - vi. All activities performed by this committee either using TACO platform or outside platforms, should be representing TACO.
- c. Membership Committee:
 - i. This Membership committee will oversee the Annual and Life membership verifications.
 - ii. Vice-President (Administration) of the Executive Committee shall submit new membership information on a monthly basis to the membership committee for authentication.
 - iii. The authenticated membership list shall be communicated to the General Body on the website through the Executive Committee on a monthly basis.
 - iv. Membership Committee shall provide the authenticated membership list to the election committee at least one month prior to the election.
 - v. If the Executive Committee receives any corrections/additions to the member information, the same should be communicated to the membership committee within two weeks.
 - vi. Membership committee should assist the Executive Committee in the membership drive.
- d. Life Membership and Foundation Fund Management Committee:
 - i. The Committee shall be the custodian of the Life Membership and Foundation Fund.
 - ii. Maintain and Manage the Life Membership and Foundation Fund.
 - iii. This committee will ensure that all dues received from Life Members are deposited into Life Membership and Foundation Fund.
 - iv. All communication to the General Body shall be implemented through the Executive Committee.
 - v. Any usage of funds from the Foundation Fund shall be channeled through the Executive Committee. President has to request the usage of such funds for a cause that meets TACO objectives. Life Membership and Foundation Fund Management Committee shall approve the request before funds are used.

2. Selection of Members

- a. The members for these committees are appointed by the Board of Trustees. The Board at its discretion may change or add to the responsibilities of the Working Committees in consultation with current President and President Elect of the Executive Committee. Each committee shall have 3 members, one of whom will be nominated as a Chairperson by the Board of Trustees. When selecting members for the Educational and Literary Committee, consideration should be given to members who have Telugu teaching and Literary experience.



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- b. Any TACO member shall be eligible to be a member of the Constitution and Election Committee, Educational and Literary Committee, or Membership Committee. Only Life Members shall be eligible to be a member of the Life Membership and Foundation Fund Management Committee.

3. Terms of Members

The duration of each Working Committee is for three calendar years unless extended by the Board of Trustees. During the first selection, one Committee member is elected for one calendar year term, one Committee member for two-calendar year term, and one committee member for three-calendar year term. At the end of the term of each member, a new member will be elected who will then stay on for three years. Members should be selected by Jan 31st each year. After the selection, committees will take responsibilities from Feb 1st of the year. Outgoing committee member will serve as a chairperson of the committee for that year.

4. Meetings

Chairperson of each committee should conduct at least one meeting in each quarter. When such meetings are scheduled, Chairperson should also inform the Chairman of the Board of Trustees and the President of the Executive Committee at least one week before such scheduled meeting. Chairman of the Board of Trustees or the President of the Executive Committees may choose to attend the meeting or send someone else from the Board or the Executive Committee.

Chairperson of each committee shall submit meeting minutes from these meetings to the Chairman of the Board of Trustees and the President of the Executive Committee within one week after the meeting.

5. Transfer of Office

Each committee term is two years from Jan 1st through Dec 31st of the following calendar year. Within one week after the completion of the term, Chairperson of each committee shall submit all records of that committee to the Chairman of the Board of Trustees and the President of the Executive Committee.

6. Working committee Quorum and Voting

1. A simple majority of members of the Working Committee shall constitute a quorum.
2. Each member of the committee shall have one vote, and decisions of the Working Committee shall be reached by a majority of members by voting.
3. All voting issues being brought up at the Working Committee meeting should be submitted by the Chairperson to the members of the Working Committee at least two days in advance of the meeting. A member who is unable to attend the meeting and chooses to vote electronically or in writing should submit their vote by the beginning of the meeting. Working Committee members may choose to attend a meeting via teleconferencing.
4. In case of a tie, the issue shall be discussed further until a majority of the members vote in favor or against the issue.

Section 2 - Ad Hoc Committee

1. The President, in consultation with the Executive Committee, shall form Ad Hoc Committee(s) if it is deemed necessary to successfully accomplish special event(s).
2. The chairperson of the Ad Hoc Committee must be an Executive Committee member.
3. Any TACO member shall be eligible to be a member of the Ad Hoc Committee.
4. Following are the Terms and Powers of Ad Hoc Committee:
 - a. The Ad Hoc committee shall be dissolved after the event is over and all records relating to the organization and conduct of the event have been handed over to the President.
 - b. The Ad Hoc Committee shall report to the Executive Committee about the progress of the event.
 - c. The Ad Hoc Committee shall make decisions related to that particular event but the decisions must be approved by the Executive Committee before they are implemented.
 - d. In the event the executive committee resigns or changes by new elections, the Ad Hoc committees cease to exist.



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Article VII- Association Funds

Section 1 - General Operations Fund

The Treasurer of the Executive committee shall maintain the General Operations Fund.

1. Source of Funds:

The following shall be paid over to and deposited to the General Operations Fund

- a. One Hundred Percent (100%) of the annual membership fees, plus
- b. One Hundred Dollars (\$100) for each Life Membership newly added in the current year, plus
- c. One Hundred Percent (100%) of the event fee, plus
- d. Any donations not otherwise designated for a specific fund or purpose, plus
- e. All advertising and sponsor revenues, plus
- f. All of the income generated by the Life Membership and Foundation Fund established in accordance with Section 2 of Article VII.

2. Use of Funds:

The General Operations fund may be expended for administrative purposes to cover all of the day-to-day operating expenses and for events of the association under the direction and control of the executive committee.

Any Charitable events and/or fund raising events must be approved by the Board of Trustees before conducting the events. Any donations or monies received from any individuals or from any events that need to be disbursed to any organizations in the form of donations must be approved by the Board of Trustees.

3. Year End Balance:

Year end balance shall be deposited into Life Membership and Foundation Fund. The year end balance shall exclude the General Membership Fee and special purpose donations (example: Educational and Literary Funds) collected for the following calendar year.

4. Managing Bank Accounts:

The Treasurer will operate the bank account under the Chairperson of the Life Membership and Foundation committee. In the absence of Treasurer, President of the Executive Committee will have the authority to manage the bank account accordingly. To open or closing any bank account on the name of the association shall be approved by the Board of Trustees.

The Executive Committee shall provide monthly bank statements to Board of Trustees. Responses to any questions or requests for clarifications about any funds or donations or sponsorship monies raised or spent by the Executive committee shall be provided to the Board of Trustees as requested and any expenditures should have prior approval by the Board of Trustees.

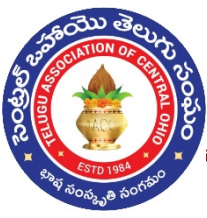
Section 2 - Life Membership and Foundation Fund

The Life Membership and Foundation Fund Committee shall maintain this Fund as a perpetual Fund.

1. Source of Funds:

The following shall be paid over to and deposited to the Life Membership and Foundation Fund

- a. All dues received from applicants applying to become Life Members less \$100 for each newly joined Life Member shall be deposited into the TACO's Life Membership and Foundation Fund, plus



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- b. Year end balance shall be deposited into this Fund. The year end balance shall exclude the General Membership Fee collected for the following calendar year, plus
- c. Any other donations received which are designated specifically for the Life Membership and Foundation Fund shall also be deposited into this Fund.

2. Disposition of Income from Funds:

All of the income generated from the principal amount of the Life Membership and Foundation Fund shall be deposited into the General Fund pursuant to Section 1 of Article VII.

3. Preservation of Principal:

The total amount collected from Life Membership shall always be maintained and shall not be used for any other purpose. The principal in excess of total Life Membership amount and up to \$5,000 per year can be distributed by the Life Membership and Foundation Fund Management Committee to meet the Objectives of the Association identified under Article I, Section 2. The principal in excess of Life Membership amount and in excess of \$5,000 per year of the Life Membership and Foundation Fund may not be invaded except upon the affirmative vote of two-thirds of the Life Members at a Special Meeting called for that purpose with a quorum present and voting.

4. Managing Bank Accounts:

The Treasurer will operate the bank account under the Chairperson of the Life Membership and Foundation committee. In the absence of Treasurer, President of the Executive Committee will have the authority to manage the bank account accordingly. To open or closing any bank account on the name of the association shall be approved by the Board of Trustees.

Article VIII – Assembly

Section 1 – Composition

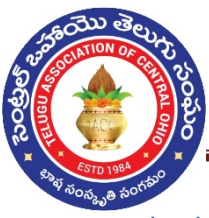
1. The Assembly shall consist of all members of the Association.
2. Thirty percent (30%) of the TACO Members shall constitute a quorum.
3. Each Family member and Life Member shall have two votes and Individual member shall have one vote, and decisions of the Assembly shall be reached by a majority of members present and voting.
4. Members unable to attend meetings may vote electronically or in writing. The votes, however, must be submitted to the President by the end of the day (5 p.m. Eastern Time) immediately preceding the meeting date.

Section 2 – Meetings

1. The Assembly shall meet at least once a year to discuss the activities of the Association.
2. The Assembly shall also meet for Annual election in the last quarter of the calendar year.
3. The Assembly may also meet occasionally to conduct any business deemed necessary such as special meetings called to discuss issues that need immediate attention of the Association (e.g., offering financial assistance to flood victims in India).

Section 3 – Notice

1. The President shall call for any meeting as per Article VIII, Section 2.
2. If the Executive Committee violates TACO constitution, Chairman of the Trustees with the approval of the Board has the right to call for the General Body meeting.
3. All members shall be notified by mail or e-mail about the meeting at least two weeks in advance.
4. The materials for discussion in special meetings shall be mailed or e-mailed to all members at least two weeks in advance of the meeting.



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Article IX – Election

Section 1 – Voting Rights

1. General Body which also includes Life Time Members shall be eligible to vote in the election of the President and two Trustees (Trustees 2 and 3), and on other issues brought up by the Executive Committee for vote. Each Family Membership and Life Membership shall have two votes and each Single Membership shall have one vote. Family and Life Memberships constitute spouses only for the two votes. Family or an individual shall be a member by March 31st of the current year in order to be eligible to vote in the election.
2. In addition, Life Time Members shall be eligible to vote in the election of two additional Trustees (Trustees 4 and 5). Each Life Membership shall have two votes. Life Memberships constitute spouses only for the two votes. Otherwise, Life Membership shall have one vote. Family or an individual shall be a life time member by March 31st of the current year in order to be eligible to vote in the election.

Section 2 – Time and Method of Election

1. President and General Trustees

- a. The election shall be held by the Assembly at a meeting during the last quarter of the year for the following positions:
 - i. President shall be elected two calendar years prior to the serving year. Until the serving year, this position shall be titled as President-Elect
 - ii. General Trustees shall be elected alternate years one calendar year prior to their serving year by the General Body
- b. The election shall be conducted by secret ballot if more than one nomination exists for any of the elected positions.
- c. A simple majority of the TACO Members that are present during election and voting will determine election to an office.
- d. Any TACO Member can nominate himself/herself or any other member for the positions of President, General Trustees.
- e. The nomination(s) shall be valid only if the nominee(s) agree to run for that office. Nominations should be first and seconded by TACO Members.
- f. Members present in the General Body meeting holding the election of the officers may make nominations for any position(s) only if no nomination is received by the Election Committee by the nomination deadline.
- g. In case of a tie, a run-off election among tied candidates will be held on the same day.
- h. A member must pay his/her dues by May 31st to be eligible to vote and run for an elected position that year. This rule is applicable from year 2018.
- i. Election Committee should coordinate with the Executive Committee to send election notification by September 30th to receive nominations for President Elect and General Trustee. If the election is inevitable, Election Committee shall notify the candidates date and location at least two weeks prior to the election
- j. All valid nominations must accompany a nonrefundable fee of \$500 for the President and \$250 for the Trustee positions. These funds shall be used for the Election process only.

2. Life Member Trustees

- a. The election shall be held by the Assembly at a meeting during the last quarter of the year for Life Member Trustees along with the election of President and the General Trustees. Life Member Trustees shall be elected alternate years one calendar year prior to their serving year by the Life Members.
- b. The election shall be conducted by secret ballot if more than one nomination exists for any of the elected positions.
- c. A simple majority of the Life Members that are present during election and voting will determine election to an office.
- d. Any Life Member can nominate himself/herself or any other member for the positions of Life



Constitution of Telugu Association of Central Ohio

Member Trustees.

- e. The nomination(s) shall be valid only if the nominee(s) agree to run for that office. Nominations should be first and seconded by Life Members.
- f. Life Members present in the Life Membership Body meeting holding the election of the officers may make nominations for any position(s) only if no nomination is received by the Election Committee by the nomination deadline.
- g. In case of a tie, a run-off election among tied candidates will be held on the same day.
- h. A member must pay his/her full amount of life membership dues by the end of March to be eligible to run for an elected position that year. This rule does not apply for the first election.
- i. A member must pay his/her at least the first year life membership dues by the end of March to be eligible to vote that year.
- j. Election Committee should coordinate with the Executive Committee to send election notification by September 30th to receive nominations for Life Member Trustee. If the election is inevitable, Election Committee shall notify the candidates date and location at least two weeks prior to the election.
- k. All valid nominations must accompany a nonrefundable fee of \$500 for the President and \$250 for the Trustee positions. These funds shall be used for the Election process only.

Section 3 – Supervision

1. The three (3) members Constitution and Election Committee shall supervise the election.
2. Nominations, self or otherwise, shall be submitted to the Constitution and Election Committee by the deadline set by the Committee. If no nominations are received by that time, nominations shall be invited from the floor on the day of the election. If nominations have been received by the deadline, floor nominations are not allowed
3. No member of the Constitution and Election Committee shall be eligible to run for any office.

Article X- Transfer of Office

Section 1 – Method

1. The office shall be handed over to the new officers on or before December 31st, and the newly elected officers shall work together with the outgoing committee to achieve a smooth transition to the office.
2. The outgoing committee shall hand over the audited balance of account, inventory, software, web site access privileges, association registration documents, and other documents of the Association by December 31st. All these documents shall be uploaded to TACO website cloud and provide access to new officers.

Article XI- Dispute Resolution

Section 1 – Method

1. Any dispute among the members of the Association and the Executive Committee shall be resolved through discussion between the Executive Committee and the concerned member(s).
2. In case of a deadlock and if the Executive Committee feels necessary, the President shall call the Assembly to discuss and resolve the issue(s).
3. If the Executive Committee fails to call any such meeting, the affected member(s) must collect signatures of at least one-third of the TACO members on a petition stating the issues and then request the President to call for a general meeting. The President must call the Assembly within forty -five (45) days upon receiving the petition.



Constitution of Telugu Association of Central Ohio

Article XII- Constitutional Amendments

Section 1 - Procedure

1. Constitution changes or clarifications can be requested or proposed by any member or group of members. Such proposed changes should be reviewed and approved by a 10-member committee with a minimum of 80% acceptance, before presenting to the general body. This 10-member committee includes the Constitution Committee, President, President-Elect, and the Board of Trustees.
2. Amendments to the Constitution shall be made at the meeting of the Assembly called for the purpose of amending the Constitution. At least one-thirds of the members shall participate in the voting. A vote of two-thirds majority of participants is necessary to pass the amendment. Members who are unable to attend the meeting may vote electronically (i.e., by e-mail). Members shall be notified by including amendments at least 30 days in advance of the voting. All general members and life time members who pays their membership dues by May 31st are eligible to vote on the amendments.

Article XIII- Other Governing Regulations

Section 1 - Use of Funds

No part of the net earnings of the Association shall incur to the benefit of, or be distributable to, its members, trustees, officers, or other private persons, except that the Association shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the Association shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) and political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the Association shall not carry on any other activities not permitted to be carried on (a) by an Association exempt from Federal Income Tax under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) or (b) by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law)

Section 2 -Dissolution clause

Upon the dissolution of the corporation, the Executive Committee shall after paying or making provision for the payment of all the liabilities of the Association, dispose of all the assets of the Association exclusively for the purpose of the Association in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations under section 501(c)(3) of the Internal Revenue Code of 1954(or the corresponding provision of any future United States Internal Revenue Law), as the Executive Committee shall determine. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

Section 3 -BYLAWS

Rules:

The latest edition of Robert's Rules and Order shall be of authority on all questions of procedure not specifically stated in this Constitution and Bylaws

Amendment History:

TACO Constitution Amendments for 2017 Diwali

Revisions and Amendments to the By Laws and the Constitution:

All the proposed changes to the constitution are shown under "PROPOSED AMENDEMENT" for each item. For reference, wording in the current constitution is shown under "CURRENT CONSITUTION" for each item.

_____Begin of the Changes to the Amendments_____

Article III- Officers of the Executive Committee
Section 1 - Titles

CURRENT CONSITUTION

The Executive Committee of the Association shall consist of the following officers:

1. The President of the Association.
2. The Vice-President (Administration) of the Association.
3. The Vice-President (Cultural) of the Association.
4. The Executive Secretary of the Association.
5. The Joint Secretary of the Association.
6. The Treasurer of the Association.

PROPOSED AMENDEMENT

The Executive Committee of the Association shall consist of the following officers:

1. The President of the Association.
2. The Vice-President (Administration) of the Association.
3. The Vice-President (Cultural) of the Association.
4. The Vice-President (Events) of the Association.
5. The Vice-President (Sports) of the Association.
6. The Executive Secretary of the Association.
7. The Joint Secretary of the Association.
8. The Treasurer of the Association.
9. The President-Elect of the Association.
10. The Chairpersons of the Working Committees of the Association.

Article IV - Qualifications and Responsibilities of the Officers
Section 2 - The Vice Presidents

1. Responsibilities:

CURRENT CONSITUTION

g. Together with the Executive Secretary, the Vice-President (Administration) shall be responsible for arranging refreshments and food during the various gatherings of the members of the association.

Note- "g" is the last item in the old list

PROPOSED AMENDEMENT

g. Together with the Executive Secretary, the Vice-President (Events) shall be responsible for arranging refreshments and food during the various gatherings of the members of the association.

h. The Vice-President (Sports) shall be responsible for the organization of sports events and for conducting the events. This may include arranging space and obtaining necessary items for the events.

Article V – Board of Trustees
Section 1- Title of Trustees and Method of Selection

CURRENT CONSITUTION

1. Chairman Trustee: This trustee automatically becomes the Chairman of the Board of Trustees. This trustee shall be the outgoing President of the Association. This means the current year President will be the Chairman Trustee for the following year. Current year President shall submit the acceptance letter to Constitution and Election Committee by September 30th in order to serve as a Chairman Trustee for the following year. If the President choses to not serve as a Trustee, the outgoing Life Member Trustee will serve as a Chairman for the following year.
2. General Trustees: These two trustees shall be elected by the TACO members in an election. Any person, who has been a member of the Association for at least two consecutive years that includes the prior year and has paid membership dues by March 31st of the current year at the time of submitting nomination, shall be eligible for election to this office. This election shall be conducted along with the election of the President.
3. Life Member Trustees: These two trustees shall be selected by the Life Members in an election. Trustees that contest for these two positions have to be Life Members paid fully by March 31st of the election year. This election shall be conducted along with the election of the President

PROPOSED AMENDEMENT

1. Chairman Trustee: Chairman Trustee is elected by the Board of Trustees. The election of the Chairman Trustee should be completed by January 15th. Election and Constitution committee is responsible to accept nominations and to conduct the elections for the Chairman Trustee.
2. General Trustees: Two trustees shall be elected by the TACO members in an election. Any person, who has been a member of the Association for at least two consecutive years that includes the prior year and has paid membership dues by May 31st of the current year at the time of submitting nomination, shall be eligible for election to this office. This election shall be conducted along with the election of the President. The third general trustee shall be the outgoing president of the Association. This means the current year President will be the general Trustee for the following year. Current year President shall submit the acceptance letter to Constitution and Election Committee by September 30th in order to serve as a general Trustee for the following year. If the President chooses to not serve as a Trustee, or if the position is vacant, then the vacancy is chosen by the incoming president as per Section 5 of Article V.
3. Life Member Trustees: These two trustees shall be selected by the Life Members in an election. Trustees that contest for these two positions have to be Life Members paid fully by May 31st of the election year. This election shall be conducted along with the election of the President

Article V – Board of Trustees
Section 3 – Terms of Trustees

CURRENT CONSITUTION

1. Chairman Trustee shall serve for a period of one calendar year.
2. General and Life Member Trustees shall serve for a period of two calendar years.
3. During the first election, one General Trustee and one Life Member Trustee are elected for a one calendar year term and one General Trustee and one Life Member Trustee are elected for two calendar year term. At the end of the term of each member, a new member will be elected who will then stay on for two years

PROPOSED AMENDEMENT

1. General and Life Member Trustees shall serve for a period of two calendar with the exception of outgoing President who becomes the general trustee shall serve for one year.
2. During the first election, one General Trustee and one Life Member Trustee are elected for a one calendar year term and one General Trustee and one Life Member Trustee are elected for two calendar year term. At the end of the term of each member, a new member will be elected who will then stay on for two years.

Article VI – Other Committees
Section 1 – Working Committees

3. Terms of Members

CURRENT CONSITUTION

The duration of each Working Committee is for two calendar years unless extended by the Board of Trustees. Members should be selected by Dec 31st in alternate years. After the selection, committees will take responsibilities from Jan 1st of the following year for two years.

PROPOSED AMENDEMENT

The duration of each Working Committee is for three calendar years unless extended by the Board of Trustees. During the first selection, one Committee member is elected for one calendar year term, one Committee member for two-calendar year term, and one committee member for three-calendar year term. At the end of the term of each member, a new member will be elected who will then stay on for three years. Members should be selected by Dec 31st each year. After the selection, committees will take responsibilities from Jan 1st of the following year. Outgoing committee member will serve as a chairperson of the committee for that year.

Article VII- Association Funds
Section 1 – General Operations Fund

2 Use of Funds:

CURRENT CONSITUTION

The General Operations fund may be expended for administrative purposes to cover all of the day-today operating expenses and for events of the association under the direction and control of the executive committee.

PROPOSED AMENDEMENT

The General Operations fund may be expended for administrative purposes to cover all of the day-today operating expenses and for events of the association under the direction and control of the executive committee. Any Charitable events and/or fund rising events must be approved by the Board of Trustees before conducting the events. Any donations or monies received from any individuals or form any events that need to disbursed to any organizations in the form of donations must be approved by the Board of Trustees.

Article VII- Association Funds
Section 1 – General Operations Fund

4 Managing Bank Accounts:

CURRENT CONSITUTION

The Treasurer will have the sole power to manage the bank account for General Operations Fund. In the absence of Treasurer, President of the Executive Committee will have the authority to manage the bank account accordingly. To open or closing any bank account on the name of the association shall be approved by the Board of Trustees.

PROPOSED AMENDEMENT

The Treasurer will operate the bank account under the Chairperson of the Life Membership and Foundation committee. In the absence of Treasurer, President of the Executive Committee will have the authority to manage the bank account accordingly. To open or closing any bank account on the name of the association shall be approved by the Board of Trustees.

The Executive Committee shall provide monthly bank statements to Board of Trustees. Responses to any questions or requests for clarifications about any funds or donations or sponsorship monies raised or spent by the Executive committee shall be provided to the Board of Trustees as requested and any expenditures should have prior approval by the Board of Trustees.

Article IX - Election

Section 2 - Time and Method of Election

1. President and General Trustees:

CURRENT CONSITUTION

h. A member must pay his/her dues by the end of March to be eligible to vote and run for an elected position that year. This rule does not apply for the first election

PROPOSED AMENDEMENT

h. A member must pay his/her dues by May 31st to be eligible to vote and run for an elected position that year. This rule is applicable from year 2018.

Article XII- Constitutional Amendments

Section 1 - Procedure

CURRENT CONSITUTION

Amendments to the Constitution shall be made at the meeting of the Assembly called for the purpose of amending the Constitution. A vote of two-thirds majority of members is necessary. Members who are unable to attend the meeting may vote electronically (i.e., by e-mail).

PROPOSED AMENDEMENT

Amendments to the Constitution shall be made at the meeting of the Assembly called for the purpose of amending the Constitution. At least one-thirds of the members shall participate in the voting. A vote of two-thirds majority of participants is necessary to pass the amendment. Members who are unable to attend the meeting may vote electronically (i.e., by e-mail). Members shall be notified by including amendments at least 30 days in advance of the voting. All general members and life time members who pays their membership dues by May 31st are eligible to vote on the amendments.

End of the Changes to the Amendments

TACO Constitution Amendments – September 2020

Revisions and Amendments to the By Laws and the Constitution:

All the proposed changes to the constitution are shown under “PROPOSED AMENDEMENT” for each item. For reference, wording in the current constitution is shown under “CURRENT CONSITUTION” for each item.

_____Begin of the Changes to the Amendments – September 2020_____

Title Page Note

CURRENT CONSITUTION Version 2.0 with 2017 Amendments

NOTE: While reading the original constitution that was adopted in October 2013, please be aware of the amendments that were made to some of the sections in November 2017. Amendments document is included at the end of the main constitution document.

PROPOSED AMENDEMENT

NOTE: While reading the constitution please be aware that the document is having latest amendments in respective sections. The amendment history and change log summary included at the end of the mail constitution document.

Article V – Board of Trustees

Section 3 – Terms of Trustees

CURRENT CONSITUTION Version 2.0 with 2017 Amendments

1. General and Life Member Trustees shall serve for a period of two calendar years with the exception of outgoing President who becomes the general trustee shall serve for one year.

PROPOSED AMENDEMENT

1. A member can be elected as a Trustee in either General or Life member category for a maximum of two terms of each two years, which is a total of 4 years during member lifetime, with an exception of outgoing president who becomes the general trustee shall serve for one year. If no valid nominations are received, the Election Committee can send a special election notification extending the eligibility to previously served trustees for an unfilled position(s).

Article VI – Other Committees

Section 1 – Working Committees

3. Terms of Members

CURRENT CONSITUTION Version 2.0 with 2017 Amendments

The duration of each Working Committee is for three calendar years unless extended by the Board of Trustees. During the first selection, one Committee member is elected for one calendar year term, one Committee member for two-calendar year term, and one committee member for three-calendar year term. At the end of the term of each member, a new member will be elected who will then stay on for three years. Members should be selected by Dec 31st each year. After the selection, committees will take responsibilities from Jan 1st of the following year. Outgoing committee member will serve as a chairperson of the committee for that year.

PROPOSED AMENDEMENT

The duration of each Working Committee is for three calendar years unless extended by the Board of Trustees. During the first selection, one Committee member is elected for one calendar year term, one Committee member for two-calendar year term, and one committee member for three-calendar year term. At the end of the term of each member, a new member will be elected who will then stay on for three years. Members should be selected by Jan 31st each year. After the selection, committees will take responsibilities from Feb 1st of the year. Outgoing committee member will serve as a chairperson of the committee for that year.

The following are NEW additions to the constitution

Article IX – Election
Section 2 – Time and Method of Election

1. President and General Trustees:

CURRENT CONSITUTION Version 2.0 with 2017 Amendments

Not Applicable

PROPOSED AMENDEMENT

j. All valid nominations must accompany a nonrefundable fee of \$500 for the President and \$250 for the Trustee positions. These funds shall be used for the Election process only.

Article IX – Election
Section 2 – Time and Method of Election

2. Life Member Trustees:

CURRENT CONSITUTION Version 2.0 with 2017 Amendments

Not Applicable

PROPOSED AMENDEMENT

k. All valid nominations must accompany a nonrefundable fee of \$500 for the President and \$250 for the Trustee positions. These funds shall be used for the Election process only.

Article XII- Constitutional Amendments
Section 1 – Procedure

CURRENT CONSITUTION Version 2.0 with 2017 Amendments

Not Applicable

PROPOSED AMENDEMENT

1. Constitution changes or clarifications can be requested or proposed by any member or group of members. Such proposed changes should be reviewed and approved by a 10-member committee with a minimum of 80% acceptance, before presenting to the general body. This 10-member committee includes the Constitution Committee, President, President-Elect, and the Board of Trustees.
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Change Log Summary:

S.NO	Amendment Date	Amended Article & Section	Description of Change	Change Log Entry Date
1.	Not Applicable	Change Log Summary	Added change log summary table to the constitution document	Oct 5 th 2020
2.	Not Applicable	First Page Note change	Added verbiage to call out the Amendments are being updated in the respective sections.	Oct 5 th 2020
3.	Not Applicable	Constitution Document Version History	Added version history table to the constitution document	Oct 5 th 2020
4.	Oct 21 st , 2017	Article III, Section-1	Copied new titles to the described section from 2017 amendments.	Oct 5 th 2020
5.	Oct 21 st , 2017	Article IV, Section-2	Copied points "g" and "I" from 2017 amendments to the described section.	Oct 5 th 2020
6.	Oct 21 st , 2017	Article V, Section-1	Copied Title of Trustees and Method of Selection from 2017 amendments.	Oct 5 th 2020
7.	Oct 21 st , 2017	Article V, Section-3	Copied Terms of Trustees from 2017 amendments.	Oct 5 th 2020
8.	Oct 21 st , 2017	Article VI, Section-1, Point#3	Copied Terms of Members from 2017 amendments.	Oct 5 th 2020
9.	Oct 21 st , 2017	Article VII, Section-1, Point#2	Copied Use of Funds from 2017 amendments.	Oct 5 th 2020
10.	Oct 21 st , 2017	Article VII, Section-1, Point#4	Copied Managing Bank Accounts from 2017 amendments.	Oct 5 th 2020
11.	Oct 21 st , 2017	Article IX, Section-2	Copied Time and Method of Election from 2017 amendments.	Oct 5 th 2020
12.	Oct 21 st , 2017	Article XII, Section-1	Copied Amendment change procedure from 2017 amendments.	Oct 5 th 2020
13.	Sep 19 th , 2020	Article V, Section-3	Amendment to the Terms of Trustees.	Oct 5 th 2020
14.	Sep 19 th , 2020	Article VI, Section-1, Point#3	Amendment to the working committee selection due date and start date.	Oct 5 th 2020
15.	Sep 19 th , 2020	Article IX, Section-2, Point#1	Introduced nomination fee for President & General Trustee positions.	Oct 5 th 2020
16.	Sep 19 th , 2020	Article IX, Section-2, Point#2	Introduced nomination fee for Life Member Trustee positions.	Oct 5 th 2020
17.	Sep 19 th , 2020	Article XII, Section-1	Added new process to initiate the constitution amendments procedure.	Oct 5 th 2020

Constitution Document Version History:

Version#	Date	Summary	Committee Members
1.0	October 2013	Initial Version	Unnava, Hanumanth Rao Dega, Vinod Tumu, Gangadhar
2.0	November 2017	Added Amendments to version 1.0	Dega, Vinod Pudota, Suresh Unnava, Hanumanth Rao
3.0	September 2020	Added Amendments to version 2.0	Surapaneni, Nagesh Kumar Donthireddy, Sudarshan Reddy Yarramsetty, Satya Narayana