

# HOYSALA KANNADA KOTA

## CONNECTICUT

### ARTICLES OF INCORPORATION

#### **ARTICLE 1 Name:**

This registered, non-profit organization, in the State of Connecticut, USA, shall be known as the Hoysala Kannada Koota Association of Connecticut (HKK), hereafter referred to as "HKK".

#### **ARTICLE 2 Objectives:**

- A. To encourage and promote the cultural events of the Kannada-loving community.
- B. To invite and honor dignitaries of interest to the HKK members.
- C. To promote communication among the HKK members.
- D. To organize other events (including charitable) as required, which are of interest to HKK members.
- E. HKK is a non-profit cultural organization, exclusively for charitable and religious purposes representing people originating from Karnataka State, Indian or people interested in language, tradition and culture of Karnataka dedicated toward upholding above mentioned objectives.**

#### **ARTICLE 3 Memberships & General Body:**

Membership is open to any person, who subscribes to the objectives of the Association, and is interested in the activities and functions of HKK. The HKK **Members** are defined as those who paid the annual dues as specified in the Article 22. Membership includes husband, wife, and dependent children below 25 years of age. All such members constitute the **General Body** of HKK.

#### **ARTICLE 4 Governing Body:**

- A. Executive Committee: The governing powers of HKK shall be vested in an Executive Committee consisting of twelve elected members.
- B. The spouses of the elected Executive Committee members will automatically assume the duties of the Executive Committee members.
- C. These members (and spouses) will elect the Executive Committee members for the position of President, Vice President, Secretary, Joint Secretary, and Treasurer. Any one family cannot hold or assume two Executive Committee positions.
- D. If these twelve Executive Committee members deem necessary, they may co-opt three additional Executive Committee members to fill in necessary positions, other than President or Vice President.

The past Executive Committee members may act as **Trustees** of the association.

#### **ARTICLE 5 Terms of Office:**

Each member of the Executive Committee will hold the office for a consecutive two-year period.

# HOYSALA KANNADA KOOTA

## CONNECTICUT

### **ARTICLE 6 Vacancies:**

In the event a vacancy arises for any position in the Executive Committee prior to the next election time, the remaining Executive Committee members shall nominate an eligible member of HKK, as specified in the Article 15, for the vacated office, no later than three months of such occurrence, as deemed necessary by the remaining Executive Committee members. Such person shall serve until the next election.

### **ARTICLE 7 Finances:**

The HKK Executive Committee shall maintain a separate account at a recognized financial institution. The Treasurer will normally operate the account. In the absence of the Treasurer, the President or Secretary will operate the account. Signatures of the President, Treasurer, or Secretary of the Executive Committee shall be required to operate the account. Any expenditure involving an amount greater than \$100 should be approved by at least two Executive Committee members.

### **ARTICLE 8 Agent and Office:**

The President or Secretary of the HKK each year will be the registered agent of the HKK and his/her Connecticut residence will be the registered office of the HKK, at no cost to the Association, until such time as a permanent location is established for HKK.

### **ARTICLE 9 Revisions and Amendments to the By-laws:**

Revisions to the By-laws may be initiated by the Executive Committee. The Executive Committee will study, evaluate alternatives, and make their recommendations to the General Body for approval. The proposed amendment should be distributed to all the members of the association present at the General Body meeting. Revisions to By-laws shall be approved by a majority of the General Body members present at the meeting.

### **ARTICLE 10 Dissolution:**

For dissolving the association, all the Executive Committee members should be in agreement. A General Body meeting should be held, with at least four weeks' notice to the present members. The quorum for this meeting shall be fifty percent of the dues paying members. The association can be dissolved only with an approval of sixty six percent of the members present.

In case of dissolution, all assets shall be contributed to any non-profit organization **(within the meaning of section 501 (c) (3) of the Internal Revenue Code)** decided by the Executive Committee at that time.

---

*Kannada is a regional language spoken by the people of Karnataka State in India.*

# **HOYSALA KANNADA KOOTA**

## **CONNECTICUT**

### **ARTICLE 11 Duties of the Executive Committee's Officials:**

- A. The service of the Executive Committee members and the Trustees for HKK is voluntary and there shall be no remuneration to any officers. This is a service to the community.
- B. The President/Secretary shall call and preside over all the meetings of the Executive Committee and General Body. He/she shall serve as the official spokesperson of the HKK.
- C. The Vice President shall assist the President in his duties and act on his behalf in his absence. He shall also perform such other duties determined from time to time by the Executive Committee.
- D. The Secretary shall serve as the coordinator of all activities as may be required by the Executive Committee and the General Body. He/she shall also assume the responsibility of maintaining records and all other documents of the HKK.
- E. The Joint Secretary shall assist the Secretary in his duties and act on his behalf in his absence. He shall also perform such other duties determined from time to time by the Executive Committee.
- F. The Treasurer shall be the official in-charge of all the HKK's finances related to operating funds and membership dues. He/she shall be responsible for all the collections and the annual dues from the members. The Treasurer will provide a written report of all assets and liabilities of the HKK to the General Body at the last Association event of the year, or the first Association event of the following year.
- G. All Executive Committee members shall assist in the smooth operation of the Executive Committee's functions.
- H. The spouses of the members of the Executive Committee will automatically share the responsibilities, and shall have the same powers and duties as members of the Executive Committee.  
If there is no representation from a family in three consecutive Executive Committee meetings without valid reason, the Executive Committee will have the option of revoking their membership of the Executive Committee.

### **ARTICLE 12 Meetings of the Executive Committee:**

The Executive Committee shall meet at least four times between the annual General Body Meetings. The quorum for the Executive Committee meeting shall be a minimum of 50% of Executive Committee members, of which at least two shall be office bearers.

The President shall preside over all meetings. In the absence of the President, and Vice President, the Secretary/Joint Secretary shall preside over such meetings.

The Secretary shall prepare the proceedings of the meetings of the Executive Committee, and keep minutes of the meeting. A copy of the minutes shall be provided to the Executive Committee members within a reasonable time, however not later than 30 days.

Each person in the Executive Committee shall have one vote. The President shall vote only if there is a tie in the voting.

# **HOYSALA KANNADA KOOTA**

## **CONNECTICUT**

### **ARTICLE 13 General Body Meeting:**

General Body Meeting shall be held at a suitable time and place designated by the Executive Committee.

Additional General Body Meetings of the Association may be held, at the call of the Executive Committee, or at the request of members, upon receipt of a petition calling for such meeting, and signed by at least 25% of current members.

The Notice for the General Body Meeting shall be sent at least 30 days prior to the date fixed for such a meeting.

### **ARTICLE 14 Quorum:**

At any General Body meeting, the quorum shall consist of one-fourth of the enlisted membership. In the event that one-fourth attendance is not possible, the President shall call for another General Body meeting within sixty days, and no quorum will be necessary for this meeting, but only the resolution of the Agenda shall be voted upon.

### **ARTICLE 15 Conflicts of Interest:**

A. No member shall serve any two positions in the HKK organization at any time.

More than one member of the same family should not contest for the positions in the HKK organization, during the same term.

### **ARTICLE 16 Installation of HKK Executive Committee members:**

A. A new HKK Executive Committee will be installed every two-year period.

B. The outgoing Executive Committee will call for a General Body meeting, so that the next Executive Committee is in place within 60 days of expiry of their term. However, the outgoing Executive Committee may seek the consent of the General Body (i.e. simple majority) for extension of their term up to a maximum of one year.

C. In each two-year term of the office, the new Executive Committee shall be installed within 30 days of the election.

The preferred method of selecting HKK Executive Committee members is by election/nomination from the General Body.

### **ARTICLE 17 Nomination Procedures:**

A. All the active members of HKK who are in good standing are eligible for nomination to the HKK Executive Committee.

B. Nominations are done at the General Body meeting. The nominated member shall be present in the General Body meeting, in order to be eligible for nomination.

Any candidate who is nominated must be informed and given the opportunity to withdraw, or reconsider their nomination.

# HOYSALA KANNADA KOOTA

## CONNECTICUT

### **ARTICLE 18 Election Procedures:**

- A. If more than nine nominations are received for the Executive Committee, after exhausting the opportunity for withdrawal, election shall be held at the same General Body meeting by the Election Committee.
- B. The outgoing Executive Committee will determine the Election Committee. The Election Committee will conduct the election. Only members present at the General Body meeting are eligible to vote. Only HKK members and their spouses will be eligible to vote.

### **ARTICLE 19 Record Keeping:**

The Secretary of the HKK shall maintain all records, past and present, in good order, and document the minutes of the meeting, and decisions made during the year.

The internal communications of the Executive Committee, including the minutes of the meetings should not be made public, without express consent of the Executive Committee.

### **ARTICLE 20 Audit Committee:**

The HKK Executive Committee shall appoint one member of the HKK in good standing, outside of the Executive Committee, who shall conduct an internal audit of the HKK books, prior to the presentation of HKK's financial statements to the General Body.

All efforts should be made by the outgoing Executive Committee to pay all outstanding bills for the current term, before handing over the office to the new Executive Committee.

### **ARTICLE 21 Annual Filing of Statements:**

The Treasurer of the HKK shall obtain the approval of the Executive Committee on the statements. On approval of the Executive Committee, the Treasurer shall file every year, annual or other statements needed by the State of Connecticut or other governmental agencies, and maintain a separate file for the past year's submittals.

It is the responsibility of the Executive Committee to ensure that necessary statements are filed on time.

### **ARTICLE 22 Membership Fee:**

The HKK encourages everyone to become a member of the association. In order to sustain its activities, the HKK has devised the following categories of membership fees. The Life Membership category needs to pay their full membership fee within one year of membership application. The membership categories are:

Life Membership	\$300
Annual Membership	\$30

## **HOYSALA KANNADA KOOTA**

### **CONNECTICUT**

ARTICLE 23 Delegation of the HKK:

- A. Delegations and/or liaisons with other organizations shall be approved by the HKK Executive Committee in office, when such need arises.  
The HKK Executive Committee may elect to subscribe to other associations or any national organization with similar objectives as HKK.

**ARTICLE 24 Past President:**

The past President, or any member of the previous Executive Committee of HKK is obliged to help the new Executive Committee with the orderly transfer of records and bank accounts. The past President shall attend the first meeting, and may attend routine meetings, especially if requested by the current Executive Committee. The past President is not a voting member of the Executive Committee.

**ARTICLE 25 Special Committees:**

Special sub-committees may be appointed by the Executive Committee, to accomplish special assignments, to investigate specific problems, procedures on matters of interest, and to make recommendations to the Executive Committee. The terms of such Special Committees shall be terminated at any time, at the discretion of the Executive Committee.