#### PAN-MESSENIAN FEDERATION OF USA & CANADA

EIN: 39-6098518

Part II. Line 5. Bylaws

Attached please find the organization's bylaws.

#### Article 1 Name

The corporation has been established in Illinois, under the name, Pan-Messenian Federation of USA & Canada.

### Article 2 Purposes

The corporation intends on accomplishing the following purposes: improve the education of Greek Messenian history amongst communities throughout North America; and enhance the interest and participation in the education of Greek Messenian history amongst the youth of communities throughout North America.

The corporation intends on accomplishing the above mentioned purposes with the following plans: organize educational seminars, lectures, showcases, and events on Greek Messenian history; and provide financial assistance to various educational organizations throughout communities in North America that provide education of Greek Messenian history to students and other participants.

The corporation's purposes are for the benefit of: adults and youth of communities throughout North America; and educational institutions that intend to educate the youth on Greek Messenian history.

#### Article 3 Members

Any person eighteen (18) of age or older shall be eligible for membership to Pan-Messenian Federation of USA & Canada.

#### Article 4 Honorary Members

Honorary members are considered to be those who have offered exceptional services to the organization. They are to be nominated by the Board of Directors and having been approved by the General Assembly.

# Article 5 Duties and Privileges of Members

The regular members are obliged to pay their dues, which amount to \$50 per year. The Board of Directors has the right to raise the dues, if approved by the General Assembly. All regular members have voting rights. New members have this privilege as long as they are financially resolved and have joined the organization two months prior to the election.

# Article 6 Financial Resources

The organization's financial resources are: dues; donations; and gross admissions from fundraisers and other events.

#### Article 7 Board of Directors

The organization is governed by a Board of Directors of 5 members (President, Vice President, Secretary, Assistant Secretary, Treasurer). The duration of the term is two years and takes office immediately following an election.

# Article 8 Elections

Elections are held by a three-member Elections Committee, which is elected by the General Assembly. The elections for the Board of Directors takes place in the presence of at least half of the paid members and by secret ballot, within the first ten days of April, every two years. The President, Vice President, Secretary, and Treasurer are elected by majority vote, while the remaining members are elected based on the number of votes they receive.

# Article 9 Obligations of the Board of Directors

- 1. The Board of Directors convenes once a month or when considered necessary.
- 2. Every decision is made by majority vote of the members.
- 3. The required quorum for these meetings is three members.
- 4. In each session, the minutes of the previous meeting are read and approved, with or without corrections. The correspondence is announced, and then different proposals and issues are discussed.
- 5. The Board of Directors regulates the expenses. Decisions for expenses over \$1,000 must be approved by the General Assembly.
- 6. The Board of Directors provides a statement of accounts and annual report to the General Assembly.
- 7. The Board of Directors appoints special committees formed by members of the organization, for the convenience and the completion of various tasks.
- 8. Every member of the Board of Directors who is absent, notified of such and not been excused, for more than three consecutive meetings is substituted by the 1<sup>st</sup> runner-up.

#### Article 10 President

- 1. The President of the Board of Directors represents the organization in every formal occasion and authority.
- 2. He/she presides over the proceedings of all the meetings.
- 3. He/she commences and ends all proceedings.
- 4. He/she gives permission to members to speak and forbids inappropriate behavior.
- 5. He/she regulates, in cooperation with the General Secretary, the issues to be discussed.
- 6. He/she signs all the documents and cash vouchers.
- 7. He/she monitors the treasury books, payment receipts, and all bank documents.
- 8. He/she executes all the orders of the General Assembly and Board of Directors.
- 9. He/she is responsible for the adherence to the constitution, exercises all duties required by his/her position.
- 10. In the event the position is vacated, a special General Assembly meeting is convened, during which a new President is elected by secret ballot of all the organization's members.

#### Article 11 Vice President

The 1<sup>st</sup> Vice President replaces the President when he/she is absent for any reason. In the event of his/her absence, the 2<sup>nd</sup> Vice President carries out the duties of this position.

## Article 12 Secretary

The General Secretary maintains the documents and seal, oversees the maintenance of the registry of members and the preparation of the minutes of meetings of the Board of Directors and General Assembly. He/she handles the correspondence, co-signing with the President whatever is necessary. He/she oversees the maintenance of the documents that are incoming and outgoing.

#### Article 13 Treasurer

The Treasurer is responsible for the financial assets of the organization, and he/she executes the financial decisions of the administration and Board of Directors. He/she deposits all the bank receipts in the name of the organization within one week. He/she handles all the cash withdrawals from the bank with the co-authorization of the President, the payments of the fixed expenses, etc. He/she maintains all the respective documentation for the organization's expenses and the simplification of the auditing committee's examination of the financial actions of the organization. Also, it is the Treasurer's responsibility to inform the members, through correspondence, any other financial obligations they may have toward the organization.

## Article 14 Auditing Committee

The Auditing Committee comprises three regular, who are elected on the day of the elections. Its duty is to monitor the treasury's books and general financial management of the organization. This monitoring is performed once every six months or when the committee considers necessary. Its report is announced to the General Assembly and is submitted in the minutes.

### Article 15 General Assembly

- 1. The General Assembly meetings are considered to be in quorum when one fourth of the financially registered members are present.
- 2. In the event that there is no quorum in the General Assembly meeting, a new meeting is set within ten days. In the event that, again, there is no quorum, then the General Assembly is called upon within fifteen days and is considered to be with quorum with as many regular members are present.
- 3. When a motion is rejected, the issue cannot come back for a second vote during the same General Assembly meeting.

## Article 16 Special Provisions

- 1. Each article of this constitution is automatically abolished if it is deemed not in accordance with the laws of the State of Illinois.
- 2. Whatever is not covered by the constitution is decided by the General Assembly.

#### Article 17 Amendments

This constitution can be amended if requested by 3/4ths of the regular members. A General Assembly meeting is called, during which 51 percent of present members can approve can approve each amendment.

# Article 18 Dissolution of the organization

In the event of dissolution, all of the remaining assets and property of the corporation shall after necessary expenses thereof be distributed to another organization exempt under Section 501(c)3 of the Internal Revenue Code of 1986, or corresponding provisions of any subsequent Federal tax laws, or to the Federal Government, or to a State or local government for public purposes, subject to an order of a Justice of the Supreme Court of the State of Illinois that will best accomplish the general purposes for which the dissolved organization was organized.