

Constitution and Bylaws of Indian Dental Association (U.S.A.) Inc.

ARTICLE I: NAME:

The name of this Association shall be “Indian Dental Association (U.S.A.) hereinafter referred to as “The Association” or “This Association.” It shall be a non-profit organization.

ARTICLE II: OBJECTIVES AND SCOPE

The objectives of this association shall be:

- a) To encourage the improvement of the health of the public; to organize lectures, seminars, national conventions and meetings to promote the art and science of dentistry.
- b) To secure the proper recognition of the Indian dentists settled in the U.S.A.
- c) To preserve against injury or reproach the good name and integrity of the Indian dentists settled in the U. S.A.
- d) To promote closer professional and social intercourse among its members.
- e) To conduct, coordinate and promote the activities of common interests in Indian dentists settled in the U.S.A.

ARTICLE III: MEMBERSHIP:

The membership of this association shall consist of active members, associate members, life members and honorary members.

SECTION 10: Eligibility:

- a) Active and life member: Any dentist from India or Indian decent, licensed to practice dentistry in the U.S.A. will be eligible to be an active or life member of this association.
- b) Associate members: Indian dentist not licensed to practice dentistry in the U.S.A. Indian student in pre doctoral or post doctoral study course of a dental school in the U. S. A. and any dentist licensed and practicing dentistry in U.S.A.
- c) Honorary members: The association by majority vote of the members present at any regular meeting or on an unanimous nomination by the members of the executive council may confer honorary membership on any person who has

rendered valuable services to the association.

SECTION 20: Rights and Privileges:

A) Active and Life Members:

- 1) Active and life members in good standing shall have the right to vote at all regular and special meeting of the association.
- 2) Active and life members in good standing shall be eligible to hold office in the executive council, Board of Trustees and special committees.

B) Associate Member: Associate member shall be entitled to privileges of an active member except he/she may not hold office in executive council and board of trustees, he/she will be eligible to vote and serve as a member of any committee.

C) Honorary Members:

- 1) An honorary member shall not have the right to vote or hold office.
- 2) An honorary member shall be entitled to admission to any business meeting of the association.
- 3) It shall be the duty of the honorary member to support the honor and dignity of the profession.

Section 30: Dues:

- a) Annual dues shall be determined by the two-thirds vote of the executive council.
- b) The annual dues are set at \$50 per annum for an active member, \$10 for an associate member and \$250 once a lifetime for life members.
- c) No dues shall be levied against honorary members.
- d) The dues shall fall due on the first of January each year.
- e) The fiscal year shall be from the first of January to 31st December each year.

Section 40: Loss of Membership Privileges:

- a) Any member who shall fail to pay any dues within ninety (90) days after they become payable shall be deprived automatically of all rights and privileges of the membership, such deprivation to continue as long as such dues remain unpaid.
- b) Any member who shall violate the constitution or bylaws of The Association may be suspended by two-thirds vote of the executive council.

ARTICLE IV: BOARD OF TRUSTEES:

Five incorporators of the association, the president and the immediate past president shall constitute the Board of Trustees. All trustees must be members of The Association.

SECTION 10: Functions and Duties:

- a) To insure continuity of the association.
- b) To raise funds and supervise the accumulation of the assets, to exercise responsible supervision over expenditures of The Association.
- c) To review the activities of the executive council, which shall submit an annual report to the Board of Trustees prior to submission to a general body meeting.
- d) Board of Trustees shall not interfere with normal activities of the association carried out by the executive council, unless the executive council's deliberations are in violation of the articles of the constitution and a potential threat to the fundamental and basic principles and ideas of The Association.
- e) Board of Trustees shall meet at least once a year to review the activities of the association and submit their input to the executive council for furthering and maintaining the ideas of The Association.
- f) All the past records of the association will remain in the custody of the Board of Trustees of The Association.
- g) Board of Trustees will elect a chairman who will preside and keep minutes of the Board of Trustees meeting and inform the membership from time to time of the progress of their undertakings.
- h) Senior members of the Board of Trustees shall be replaced often by members at general body meetings.

ARTICLE V: EXECUTIVE COUNCIL:

SECTION 10: Composition:

- a) The Executive Council shall be composed of the President, President Elect, Secretary, Joint Secretary, Treasurer and six (6) members.
- b) The executive council shall take office on January 1st of the year they are elected for.
- c) Only active and life members in good standing shall be eligible for the position on the executive council.
- d) The members of the executive council shall be elected by ballot. No person shall be permitted to hold more than one position on the executive council
- e) Each of the elected members shall remain in power for two (2) years.
- f) No elected officers of The Association shall receive any salary or stipend from the association by virtue of such position.

SECTION 20: Election of Executive Council:

The election of the executive council shall be held at the annual meeting of The Association.

Any two (2) members of The Association in good standing may submit a nomination in writing, signed by them and accepted by the nominee, addressed to the secretary not less than fifteen (15) days prior to the election date. The president shall read to the members all nominations made in accordance with the bylaws, then, if necessary, election will be held. One must have served in the executive council prior to his nomination for one of the five officers in the executive council. Two (2) tellers shall be appointed by the president to receive and count ballots at the annual meeting and to announce the results of the election to the president, who, thereupon, shall declare the members who have received the highest number of votes duly elected as members of the executive council.

SECTION 30: Powers:

The executive council as the legislative and governing body of This Association shall have the power:

- a) To approve all memorials, resolutions, or opinions in the name of The Association.
- b) To create special meetings.

- c) To elect honorary members.
- d) To create a special committee whenever it is necessary and to appoint a chairman of the committee and to act upon reports from the chairman and committee members.
- e) To adopt an annual budget.
- f) To select the place for the annual meeting of The Association.

Section 40: Meetings:

- a) The meetings of the executive council shall be called at the direction of the president or at the written request of three (3) members of the executive council. The secretary shall send to each member a written notice no less than ten (10) days prior to each meeting and such notice shall include the reasons for such meeting.
- b) The president shall preside over all meetings
- c) Any member who remains absent during three (3) consecutive meetings of the executive council will be expelled from the council.

SECTION 50: Vacancies:

In the event of a vacancy in the executive council, except for the office of the president, the remaining members shall have the power to elect a member to fill such vacancy for the remaining portion of the term. In the event of a vacancy on the position of the president, the president elect shall become president for the unexpired portion of the term.

SECTION 60: Quorum:

A majority of the members of the council shall constitute a quorum for the transaction of business and a majority vote of those present shall prevail.

SECTION 70: Duties:

A) President:

- 1) To preside at the meeting of the executive council and at the annual meeting of the association.
- 2) To call special meetings of the members of the executive council.
- 3) To serve as an official representative of this association in its contact with government, civics, business and professional organizations for the purpose of advancing the objectives and policies of This Association.
- 4) To perform such other duties as may be provided in these bylaws.
- 5) Shall be an ex-officio member of all committees and shall have all the powers and duties usually vested in the office of the president.

B) President Elect:

- 1) To assist the President as requested, and shall act in the place of the president in the absence or inability of the president.
- 2) To succeed to the office of the president in the event of a vacancy of such office.

C) Secretary:

- 1) To record all proceedings of the meetings of the executive council.
- 2) To record all proceedings of the meetings of The Association.
- 3) To perform such other duties as may be assigned by the president or the members of the executive council.
- 4) Shall be the custodian of all library effects of The Association.

D) Joint Secretary: Shall act in the place of secretary in the absence or inability of the secretary. He/ She shall also assume such other duties as may be assigned to him by the executive council members.

E) Treasurer:

- 1) To serve as custodian of all monies and securities belonging to The Association which may come into his possession.
- 2) To make disbursements upon the order of the members of the executive council

upon presentation of as signed voucher by the president.

- 3) The treasurer or secretary shall affix signatures on checks and make withdrawals of funds.
- 4) He/She shall keep full and accurate accounts of receipts and disbursements.

ARTICLE VI: COMMITTEES:

Section 10: Membership Committee:

The membership committee shall be composed of three (3) members including one (1) Chairman.

Section 20: Education and Public Relations Committee:

The education and public relations committee shall be composed of three (3) members including one (1) chairman.

Section 30: Additional Committees:

Other committees may be authorized by the executive council and their scope. The chairman and the members of such committees shall be appointed by the executive council.

Section 40: Limitation of Authority:

No committees shall have any right or authority to make any commitments financial or other, or incur any obligation, which shall bind The Association, except by approval of the executive council.

ARTICLE VII: AUDITORS:

The executive council shall for each fiscal year engage a qualified accountant to examine the financial statements of The Association and report thereon. The report shall be submitted to the president who shall cause that report to be published and submitted to the members of The Association at the annual meeting. The president will then submit an annual audited account to the Board of Trustees, who in turn shall submit it to the IRS.

ARTICLE VIII: MEETINGS:

Section 10: Annual Meetings:

An annual meeting of the association shall be held on a day within thirty (30) days before or after the last day of the fiscal year at a place to be decided upon by the executive council. Notice of such meeting shall be mailed to each member at least fifteen (15) days prior to the annual meeting.

Section 20: Special Meetings:

A special meeting of The Association shall be called by the president when he sees fit to do so or when he is petitioned to do so in writing as signed by fifteen (15) members in good standing stating the purpose of the special meeting. Notice of such meeting shall be mailed to each member at least fifteen (15) days prior to such meeting.

Section 30: Quorum:

Fifteen (15) members of the association present in person shall constitute a quorum for the transactions of business at any duly constituted meeting.

Section 40: Minutes:

Brief abstracts of the executive council meetings shall be read at the general body meeting of The Association.

ARTICLE IX: FINANCES:

Section 10: Fiscal Year:

The fiscal year of The Association shall begin on January 1st and end on December 31st of each year.

Section 20: General Operating Fund:

General operating fund to consist of all monies received. This fund shall be used for paying all expenses incurred by The Association.

ARTICLE X: BRANCHES:

Section 10:

The executive council may authorize the organization of branches in such areas in the U.S.A. as may appear to them to be necessary or desirable. The organization of branches and their affairs shall be conducted and governed by such rules and regulations as the executive council prescribed.

Section 20: Dues

The branches will not collect any dues from the members. The appropriation shall be included in the budget of The Association for normal administrative expenses of the branches. Executive council shall determine the amounts to be paid for on behalf of the branches.

Section 30: Suspension:

The executive council may suspend a branch upon a two-thirds vote of the members of the executive council. In the event of suspension, all the funds, records and other property of the branch shall revert to the jurisdiction of the executive council.

Section 40:

Officers of the branches shall be elected by their own members to the terms and conditions of the constitution and the bylaws of This Association.

ARTICLE XI: AMENDMENTS:

A proposal for an amendment of the constitution can be instituted by the Board of Trustees or executive council. A proposal for the amendment of the constitution emanating from the members must be made in writing and signed by fifteen (15) or more members in good standing. The executive council shall direct the proposed amendment and its recommendations thereon to be read at the next general meeting of The Association. The proposed amendment shall then be presented in ballot form for the vote of the members. The adoption of the proposed amendment shall require an affirmative vote of the majority of votes of the members present and voting during the general meeting.

ARTICLE XII: DISSOLUTIONS:

If The Association ceases to function, the executive council and Board of Trustees feel that The Association no longer fulfills the ideas and objectives, the procedure to dissolve The Association shall be as follows.

The executive council shall circulate a notice of intent of dissolution to all members and call a general body meeting and a motion to dissolve The Association will be placed before membership. If the two-thirds majority vote is in favor of dissolution, then The Association will be dissolved after paying all its liabilities and donating all its assets to any charitable organization(s) that the membership decides to donate to.

ARTICLE XIII: SEPARABILITY-CLAUSE:

If any article or section of this constitution or bylaws is determined to be unlawful, all other articles and sections shall remain in full force and affect.