

**THE BLACK STONE VALLEY SOCIETY  
CONSTITUTION (BVIS)  
(Final Jan, 2007)**

**ARTICLE I Name:**

The name of the organization shall be "The Black Stone Valley India Society," herein after referred to as the non-profit organization.

**ARTICLE II Purpose:**

(A) The Association shall be a non-profit organization with an IRS number 20-2221475 and below objectives:

- § To promote international relations and understanding of India through educational, charitable and cultural activities.
- § To serve and fulfill the educational, cultural, social and political needs of the Indian community in the Black Stone Valley and surroundings.
- § To coordinate and cooperate with other organizations in programs and activities of mutual interest.
- § To promote Indo-American goodwill and Understanding through educational and cultural exchanges.
- § To collect funds for future growth of the organization and other charitable activities.

(B) Mission Statement – The Association shall have a mission statement consistent with the purpose of the Association.

The mission of Blackstone Valley India Society is to unite and organize the Indian community in the New England area with the goal of preserving its cultural heritage. In addition, the organization aims to encourage its members to extend charitable efforts for the service of the local community.

(C) Logo for the Association – The Association shall have a logo and use it appropriately.

**ARTICLE III Official Language:**

The official language of the organization shall be English.

**ARTICLE IV Permanent Address:**

The Permanent address for legal purpose shall be "**The Blackstone Valley India Society, PO Box 233, South Grafton, MA 01560.**" In the Event where physical address needed than President or VP can decide which address to use.

**ARTICLE V Membership:**

1. The membership of the Association shall be open to those of any nationality who are in agreement with objectives and programs of this Association.
2. The membership period is the calendar year (Jan-Dec). The committee shall decide the membership dues from time to time. Current Membership fee is \$35.00 Any one who have paid their membership for given year is consider Active Member. Executive body Registers all active members and keeps a log.
3. No member shall solicit funds on behalf of the Association without the permission of the Executive Committee.

4. All regular members above the age of 18 years shall have the right to vote. ( In this case of minor reaching 18, separate membership status should be achieved)
5. The Executive Members are by nomination at the beginning of the year at public open Meeting. If there is more than one member like to apply for the same post then majority votes will decide who will hold the position.
6. The membership information (how to become a member) is published on the organization's web site (<http://www.bvis.org>). It will be reviewed and modified on a need basis.
7. Membership list will be shared with other BVIS members only as year book; however strict guidelines for the privacy of members should be followed.
  - a. BVIS must not share Membership list anyone for marketing purpose. Rather use solely for the benefits to majority of the members.
  - b. [bvisgroup@yahoogroups.com](mailto:bvisgroup@yahoogroups.com) will be used for outgoing emails only, although this restriction has not been implemented.
  - c. [bvisexec@yahoogroup.com](mailto:bvisexec@yahoogroup.com) is used to exchange ideas between executive members only.
  - d. BVIS should develop good guidelines for moderators.

**All Decisions made regarding changing or modification of this constitutes at executive meetings, and based on majority of votes.**

The purpose of this constitution is to provide the guidance for future generation and new executive members who will be running the organization. It is subject to change over time.

**ARTICLE VI General Body, Meeting and Election Method:**

All registered active members are part of the General Body of the Society. The General Body shall have the power to elect or recall the Executive Committee. It shall have the power to make specific recommendations to the Executive Committee. It shall have the power to change the provisions of the Society's Constitution and the Bylaws, and the power to dissolve the Society. The General Body shall exercise these powers according to the procedures outlined in this constitution. This can be done by email to [bvisexec@yahoo.com](mailto:bvisexec@yahoo.com) or written notice to President or executive body.

**Norms:**

- The Annual General Body Meeting of the Society shall be held during the month of January of each year. The business carried out at the Annual General Body Meeting shall include the election of the members of the Executive Committee.
- Announcement for the next year election shall make in Diwali program and Deadline for Nomination must send out by email. (Normally it will be the last business day of the Year).
- Any nomination received after that is strictly the discretionary of general body at the day of Election and Previous President.
- In General, members have rights to review and ask any questions regarding the Organization's Status and Financial Reports.
- Executive body has responsibility to answer that in a professional manner. It is desired to have financial reports should ready prior to general body meeting, In any case, if the report is not available need to make it available on request by the end of following month.

## **ARTICLE VII Executive Body:**

Elected or Nominated members in the General meeting become executive members and Core Executive Positions of the organization. The Executive Committee of the Society shall be an elected body of members entrusted with the task of planning, developing, organizing and carrying out all necessary activities and functions to fulfill the mission, goals and objectives of the Society.

Executive Committee shall have the authority to appoint and dismiss standing committees, subcommittees to report the Executive Committee respectively in carrying out variety of tasks, functions and initiatives of the Society. The Board and the Executive Committee shall also have power to dismiss or reconstitute such committees reporting to them respectively either partially or entirely

### **Define Core Executive Body**

Six positions:

- President and Vice President
- Treasurer and Assistant Treasurer
- Secretary and Assistant Secretary

## **ARTICLE VIII: Roles and Responsibilities:**

**President:** Who Is Chief member of organization, his responsibility to initiate organize the program for the society. He will be the main representative for the society or he can get chance to format a subcommittee to organize internal and external communication.

The President of the Society shall be the Chair of the Executive Committee. The Executive Committee members shall be jointly and individually responsible for the successful and orderly conduct of Society's activities and programs.

**Vice president** is one who assists to president in all the activities as well as takes the lead role in absence of the president. In any case, President have to leave the post VP becomes President upon the nominated by president.

**Treasurer :**The primary responsibility to mange the funds maintain the latest database of the paid members Track income and expenses report to executive body at least once per Quarter. Pay dues and Bills of society. He/She shall regularly submit to the Executive Committee and the Board the report on the financial standing of the Society and shall prepare and present a financial report at the Annual General Body Meeting. He/she shall also be responsible to maintain an accurate list of all physical assets of the society. He/she shall be responsible to prepare and submit financial statements and documents as required by the laws of the Commonwealth of Massachusetts and Federal Government.

**Assistant Treasurer:** The Assistant Treasurer shall assist the Treasurer in fulfilling his/her responsibilities. The Assistant Treasurer shall assume the duties of the Treasurer in the event the Treasurer is absent for a significant period of time, or incapacitated, or resigns or removed from the position.

**General Secretary:** The General Secretary shall be responsible for scheduling and sending out notices of the Executive Committee meetings and keeping the minutes of the Executive Committee and General Body Meetings. He/She shall be responsible for all correspondences of the Society. He/She shall assist the President in coordinating the activities of the Executive Committee.

**Assistant Secretary:** The Assistant Secretary shall assist the General Secretary in executing his/her responsibilities. Executive Members:

Attend the Executive meetings; be responsible in answering questions direct people in right direction. In addition, Helping Core executive body in caring out all the tasks.