

THE BHARATIYA TEMPLE OF LANSING, INC.

Constitution and Bylaws

**955 Haslett Road
Haslett, Michigan 48840**

Tel. # 339-6337

Tel. # 339-6390

I.R.S. No. 38-2399465

State of Michigan Incorporation No. 881 - 085

CONSTITUTION

ARTICLE I - NAME

Section 1

The name of this organization shall be the Bharatiya Temple of Lansing, Inc., hereafter referred to as the Temple

ARTICLE II - OBJECTIVES

Section 1

The objectives of the Temple are as follows:

1. Establish permanent Hindu deities in the main sanctum and to carry on traditional Puja, Bhajan, and Satsang.
2. Preserve the Hindu identity (religion, culture and traditions) for future generations.
3. Promote Indian culture and values.
4. Provide humanitarian services to the local and world community.
5. Promote study and understanding of all religions of the world.
6. Develop and maintain harmonious relations among all faiths of the world.

Section 2

The Temple shall be registered as a Michigan non-profit, ecclesiastical corporation.

ARTICLE III - TEMPLE ACTIVITIES

The Temple facility and all activities will be open to all persons. There will be no discrimination on the basis of race, sex, religion or belief.

No consumption of alcoholic beverages, smoking, or eating of non-vegetarian food will be permitted on the Temple premises.

All activities shall be in keeping with the dignity and respect for the sanctity of the holy place according to "Bharatiya" tradition.

ARTICLE IV - MEMBERSHIP

Section 1

Any individual subscribing to the objectives of the Temple and paying the necessary dues and donations as set forth herein and in the bylaws may become a member. All individuals making an application for membership will have to be approved by the Board of Trustees. All donors becoming members during the initial period will be called Founder Members.

Section 2

Membership shall be considered as a privilege for admission to and utilization of the facilities of the Temple for designated activities.

Section 3

Organizations and other corporations may donate but shall not exercise any rights of individual members.

Section 4

All members shall have full use of the facilities of the Temple as prescribed in these Articles and in the Bylaws.

Section 5

Eligible members are those individuals who are at least 18 years of age and who have contributed the dues according to the bylaws. Each individual would have a single vote with two votes for a couple. Membership shall be for a calendar year.

Section 6

a. Membership

	Minimum Donation	Yearly Dues	Voting Right	Right To Serve On Board of Trustees	Right To Serve On Other Committees
Member	\$ 250	Yes*	Yes	No	Yes
Life Member	\$ 10,000	No	Yes	Yes	Yes
Honorary Member	None	No	No	No	Yes
Donor Member	\$ 1,000	Yes*	Yes	Yes	Yes
Patron Member	\$ 2,000	Yes*	Yes	Yes	Yes

* In addition to the donation.

- b. All members shall have the right to participate in all standing committees and other membership privileges except as defined above. Minimum donation required will ascertain the category of membership. With additional donation, membership shall be transferred to next higher category when accumulated donation reaches the minimum requirement of that category.
- c. The honorary membership shall be limited to scholars, spiritual leaders, retired persons and visiting dignitaries of the Temple. This exclusive honor shall be awarded only by the Board of Trustees at its discretion.

ARTICLE V - FINANCIAL POLICY

Section 1

Membership dues shall be set forth in the Bylaws and shall be considered payable once a year in the month of January. A member not paying dues after three months grace period may have his/her membership cancelled by the Board of Trustees.

Section 2

Special assessments may be voted by the membership at any special or regular meeting by a simple majority of the members present and voting.

Section 3

Membership category shall be decided by donation toward the building or murthy or corporate fund only. Annual membership dues shall not be considered for this purpose, though donations shall be considered cumulative.

OFFICERS - BOARD OF TRUSTEES

Section 1

- a. Board of Trustees - The main governing body shall be called the Board of Trustees. A total of 9 trustees shall be elected by the voting membership. Elected Trustees shall execute a pledge accepting their responsibilities.
- b. The members of the Board of Trustees shall serve for a 3 year term. Any member of the Board found negligent in his/her duties may be removed by a two-thirds majority vote of the Board. A vacancy on the Board resulting from this reason or any other reason may be filled only by the Board, by appointment, to finish the term until next election.
- c. Each year, 3 members of the Board of Trustees shall be replaced by 3 newly elected members resulting from the regular annual election process.
- d. The Board of Trustees, in addition to having overall responsibility for the smooth running of the Temple, shall have the following specific functions:
1. Elect a chairman, vice chairman, treasurer and a secretary for a term of one year.
 2. Appoint a Nominating and Election Committee once a year to develop nominations for the vacant positions of elected members of the Board of Trustees.
 3. Attend Board meetings regularly.
 4. Exercise general supervision over the Temple's affairs.
 5. Investigate and audit the Corporation's decisions.
 6. Insist on meaningful Board meetings with full disclosure of operating results.
 7. Maintain minutes of each meeting and inform general membership of major decisions.
 8. Require the Corporation to employ a qualified accountant to audit the (Temple) Corporation's records.
 9. Require the Corporation to engage competent legal counsel as needed.
 10. Appoint a Finance Committee and other Standing Committees deemed necessary for conducting Temple activities.
 11. Evaluate officer performance; review the duties of officers periodically.
 12. Authorize legitimate corporate indebtedness.
 13. Adopt and follow sound business practices.
 14. Avoid self serving policies.
 15. Avoid conflict of interest.
 16. Maintain a good credit standing for the Corporation.
 17. Maintain reasonable capitalization.
 18. Maintain complete control of all activities of all standing committees and Executive Committee; review their major decisions.
 19. Shall coordinate the activities and general policies of the Temple.
 20. Shall receive and act upon the committee reports.
 21. Shall maintain permanent records of its proceedings and those of its standing/special committees.

Section 2 Committees

The committees shall be categorized as 'standing committees' and 'special (ad hoc) committees'. The terms of these standing committees shall expire after new standing committees have been appointed to carry on their functions. The special committees shall dissolve as soon as their assigned duties are completed.

a. Finance Committee - will have the following responsibilities:

1. Shall prepare an annual budget for the discussion and approval of the Board of Trustees.
2. Shall keep financial records and membership records for a minimum period of 7 years.
3. Shall collect dues, send notices, and prepare monthly reports regarding the operation of the Temple for the Board of Trustees.
4. Shall follow the advice of the Board of Trustees.

b. Special Committees

1. Audit Committee - Each year the Board of Trustees shall appoint an Audit Committee to audit the accounts of the Corporation for the past year.
2. Nominating and Election Committee - During the month of June, every year, the Board of Trustees shall appoint a Nominating and Election Committee of 5 members to develop nominations and conduct elections for the 3 new members of the Board of Trustees. Current members of the Board of Trustees shall not be eligible to serve on this Committee with the exception of the current chairman of the Board of Trustees who shall be a member ex-officio of the Nomination and Election Committee. The chairman of the previous Nominating and Election Committee shall be an ex-officio member of this Committee. Functioning within the framework of this Constitution, the Nominating and Election Committee shall have the discretion to determine the best qualified candidates for the vacant position of elected members of the Board of Trustees.
3. Other Committees - Other standing/special committees may be formed from time to time as seen necessary by the Board of Trustees. For the purpose of this Constitution and Bylaws, the ex-officio members of the standing/special committees shall act in the advisory capacity without the right to vote in the proceedings of the respective committees.

ARTICLE VII - MEETINGS

Section 1

There shall be at least one meeting of the entire membership each year at a place and date designated by the Board of Trustees for the purpose of:

- a. Installing 3 new members for the Board of Trustees each year.
- b. Delivering and discussing Board of Trustees' reports regarding the status and activities of the Temple in the past year.
- c. Discussing and adopting suggestions from the membership for improving the status and activities of the community.
- d. Presenting the annual budget.
- e. Authorizing Board of Trustees to undertake special activities.
(Notice of this meeting shall be sent at least 30 days prior to the date held).

Section 2

Additional meetings of the entire membership may be called at the discretion of the Board of Trustees or upon the written request of at least 10% of the members for the purpose of conducting special business.

Section 3

The Board of Trustees shall meet at least 4 times a year for its business. Additional meetings may be called by the chairman to conduct special business. In the event a Board member is unable to be present at any scheduled meeting, he/she shall be able to exercise his role by written proxy given to any Board member.

Section 4

The meetings of the general membership as well as those of the Board of Trustees, shall be chaired by the chairman of the Board of Trustees and will exercise his/her vote only if a tie vote develops on any issue.

Section 5

All meetings of the Temple shall follow Roberts Rules of Order and shall remain open to any member who wishes to attend. The meeting proceedings (except election and amendments) will be conducted either by voice votes or a show of hands or written ballots as ruled by the chairman.

ARTICLE VIII - AMENDMENTS TO THE CONSTITUTION

Section 1

- a. Any amendment shall be proposed by the Constitution and Bylaws Committee or by at least ten percent of the membership of the Temple. All proposed amendments received by the Board of Trustees shall be referred to the Constitution and Bylaws Committee for recommendation.
- b. A simple majority of the Board of Trustees may approve the motion of amendment for consideration by the general membership. The amendment, with the reasons for the amendment, shall be sent by the Constitution and Bylaws Committee to the entire eligible voting membership by mail one month prior to voting.
- c. The Constitution can be amended by general membership only at a general body meeting.
- d. To become effective, the amendment must receive affirmative votes from at least two-thirds majority present at the general membership meeting.
- e. No amendment(s) to the motion of amendment shall be permitted at the general membership meeting.
- g. Article II, in its entirety or any of its sections or subsections thereafter, shall only be amended by three-fourths majority of the voting membership. This amendment shall become operative after one year from the day of amendment.

ARTICLE VIII - CANCELLATION OF MEMBERSHIP

Section 1

Common courtesy and strict discipline must be observed by each member while on the premises of the Temple. Disruptive action or actions, and vandalism which may undermine the principles set forth in this Constitution and Bylaws, shall result in termination of membership by simple majority of the Trustees.

Section 2

In no case shall the membership dues or donations paid by a member be refunded. If it is judged proper by the Board of Trustees, a cancelled membership may be reinstated. In such cases, the judgement expressed by the Board of Trustees by a simple majority vote shall be considered final.

ARTICLE IX - DISSOLUTION

In the event of the dissolution of the Temple, the Board of Trustees shall, after paying or making provision for the payment of all of the liabilities, dispose of all the assets of the Temple exclusively for the purposes of the organization in such a manner or to other organizations operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as a tax exempt organization under Section 501 (C) (3) of the Internal Revenue Code of 1954 or the corresponding provision of any future U.S. Internal Revenue Service Code as the Board of Trustees shall determine.

The Temple shall not be dissolved except by unanimous vote of the General Body who shall also determine the disposition of the assets.

BYLAWS

ARTICLE 1 - MEMBERSHIP DUES

Section 1

Annual membership dues shall be \$75.00 for single * or such amount as is determined by the Board of Trustees for the maintenance of the Temple. Such amount shall be payable by the 30th of March every year; however, for new members, such amount shall be pro-rated quarterly for the first year only.

* \$75.00 for single or \$150.00 for a family.

Section 2

Honorary members, however, are not required to make such payments.

ARTICLE II - TEMPLE USE AND PRIVILEGES

Section 1

The facilities of the Temple shall be used for non-profit, religious, educational and cultural activities. For any other activity, a prior approval of the Board of Trustees would be required. However, no activity shall be permitted if it is against the interest and image of the Temple.

Section 2

Member(s) may have full use of the facilities for private use. Such use to be prior approved by the Board for a set fee. The facilities would be given according to the policy approved by the Board of Trustees.

Section 3

All activities organized by the Temple shall have the priority. the Board has the right to cancel and/or rearrange any reservations with advance notice.

Section 4

Availability of any of the Temple facilities shall be made on advance reservation which shall be determined on a FIRST COME FIRST SERVE BASIS. Such amount as is predetermined by the Board of Trustees shall be deposited as security and shall be refundable. An amount determined by the Board of Trustees shall be paid in advance to cover the cost of the utilities, cleaning and other expenses.

Section 5

Loss and damage of property of the Temple while in use shall be charged to the member(s) making the reservation.

ARTICLE III - COMMITTEES

Section 1

The Board shall develop a list of necessary standing committees and the list of chair-persons to head such committees.

Section 2

Adhoc committees shall be formed to assist the Board in the day to day operation of the Temple. They can be formed and dissolved by the Board.

Section 3

No person shall be on more than two standing committees. For the purpose of this section, standing committees are defined as permanent committees with fixed tenure such as: the Executive, Long Range and Planning, Constitution and Bylaws, Public Relations, Publications, Membership, Fund Raising, Educational and Cultural, Religious, and the like.

Section 4

Any committee which has been deemed inactive by the Board shall be dissolved.

ARTICLE IV - DUTIES OF OFFICERS

Section 1 Board of Trustees

a. The chairperson shall conduct the meetings of the Board as a facilitator and perform such customary duties as defined in Roberts Rules of Order. He/she shall make the annual report about the affairs of the Temple to the membership.

b. The vice chairperson shall officiate as a chairperson in his/her absence. He/she shall also perform such other duties as assigned by the chairperson from time to time.

c. The secretary shall act as the recording officer of the membership and the Board of Trustees. He/she shall record and keep approved minutes of the meetings and shall send out proper notices of all the meetings called and of other meetings when necessary.

Section 2 Finance Committee

The treasurer shall maintain proper accounts of the Temple and shall hold the funds in a suitable manner as determined most appropriate by the Board of Trustees. He/she shall pay the funds out when properly authorized by the Board; shall make quarterly financial reports to the Board of Trustees and annual reports to the membership. Treasurer shall present the annual budget, as prepared by the Finance Committee, and arrange to prepare necessary corporate papers as required by law, to the State of Michigan; shall also make records available to the Audit Committee or the Certified Public Accountant and when required by the Board of Trustees.

ARTICLE V - MEETINGS

Section 1 General Body Meeting

The General body will consist of the members of the temple in good standing. Annual General body meetings will be held on the 1st Sunday of December each year after Satsang. Each year three new trustees will be elected by a majority vote of membership. Nominations for election of trustees shall be submitted in entirety to the nominating committee at least 7 days prior to the election date.

Section 2 Board and Other Meetings

Five members of the Board shall constitute the quorum for the Board of Trustees. For any other committee, more than 50% shall form a quorum. Proxy vote and ex-officio members' vote shall not be considered to satisfy the requirement for any quorum.

Section 3

A majority vote of the members present at any meeting shall be sufficient to conduct business.

ARTICLE VI - AMENDMENT OF BYLAWS

Section 1

Proposed amendment and the reasons for the amendment shall be signed and presented by three or more members of the Board of Trustees to the chairperson. It shall be debated by the Board of Trustees and adopted if approved by 2/3 majority of the Board.

ARTICLE VII - FINANCE AND REMUNERATIONS

Section 1

All work related to the Temple shall be done on a voluntary basis by the members and no remuneration shall be made without prior approval of the Board of Trustees.

Section 2

Any unbudgeted payment exceeding \$250.00 shall require prior approval of the Board of Trustees.

Section 3

Checks in value greater than \$250.00 shall be signed by the Treasurer and any one of the following: the Chairperson or the Vice Chairperson.

ARTICLE VIII - INTERPRETATIONS

Section 1

If a conflict arises in the interpretation of these bylaws, then the ambiguity could be resolved by keeping the interest of the Temple supreme and playing down individual differences or interests and/or referring the same to the Constitution and Bylaws Committee.

Section 2

Any amendment to the Constitution and Bylaws shall be referred to the Constitution and Bylaws Committee before presentation to the Board of Trustees.

BHARATIYA TEMPLE OF LANSING

I, _____, accept the position
to the trustee of the Bharatiya Temple of Lansing. I pledge to uphold the
constitution and by laws of the Temple. I further pledge to serve the
organization to the best of my ability.

Signed: _____

Date: _____