

BY-LAWS

OF

HINDU TEMPLE OF

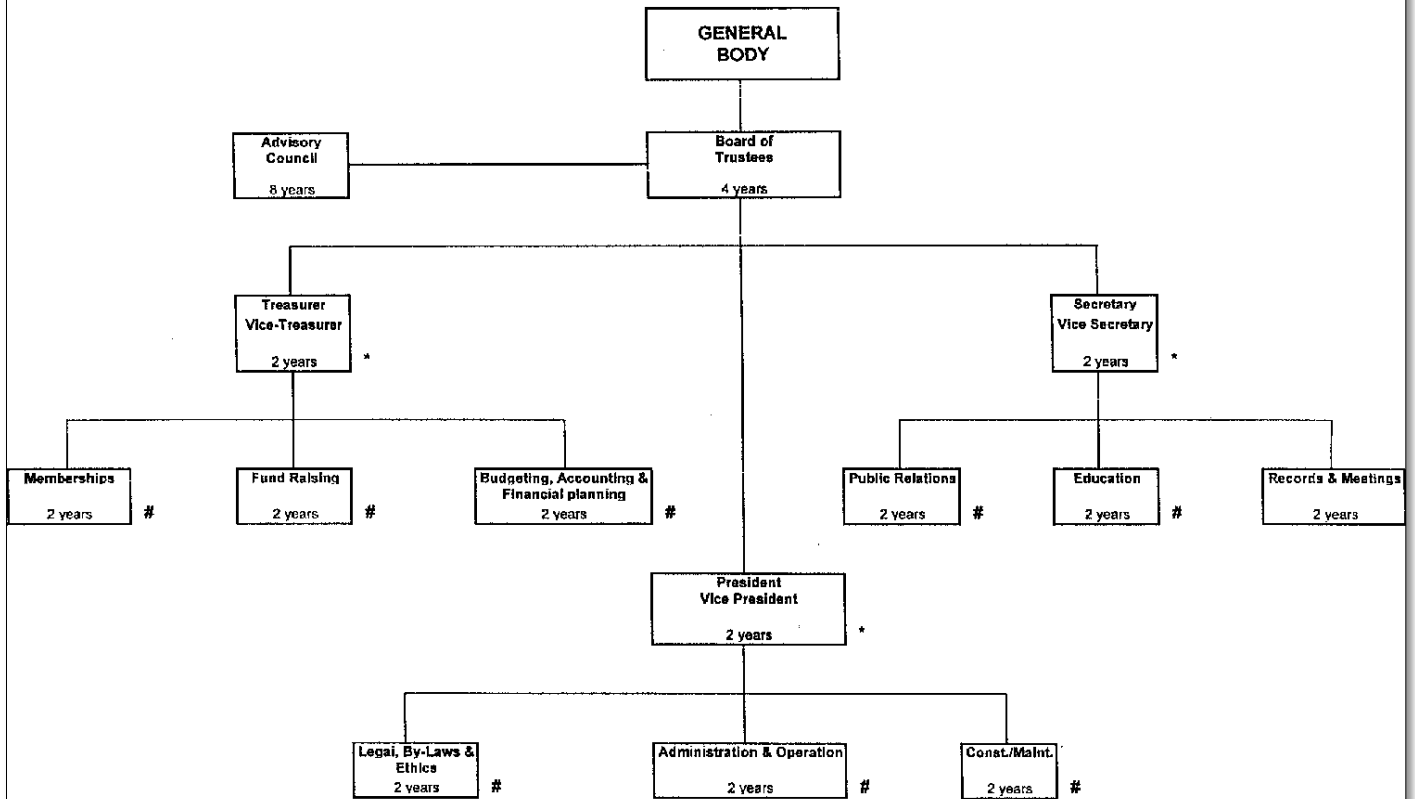
GREATER TULSA

Table of Contents

ARTICLE I	
NAME AND OBJECTIVES	3
ARTICLE - II - [CHARTER]	
MEMBERSHIP: CATEGORIES AND STATUS	5
ARTICLE - III - [OPERATIONS]	
MEMBERSHIP: DUTIES AND PRIVILEGES	7
ARTICLE - IV - [OPERATIONS]	
MEMBERSHIP: RULES AND REGULATIONS	8
ARTICLE - V .- [OPERATIONS]	
MEMBERSHIP: RESIGNATION, SUSPENSION AND EXPULSION	9
ARTICLE - VI - [OPERATIONS]	
MEMBERSHIP: DUES	10
ARTICLE VII - [ORGANIZATION]	
GENERAL BODY AND GENERAL BODY MEETINGS	11
ARTICLE - VIII - [OPERATIONS]-	
MEETINGS, RESOLUTIONS AND REVIEWS	13
ARTICLE - IX - [CHARTER]	
AMENDMENTS	15
ARTICLE - X - [ORGANIZATION]	
BOARD OF TRUSTEES	19
ARTICLE - XI - [OPERATIONS]	
DUTIES OF THE BOARD OF TRUSTEES AND CHAIRPERSON	
OF THE TRUSTEES	20
ARTICLE - XII - [ORGANIZATION]	
OFFICERS	21

ARTICLE - XIII - [OPERATIONS]	
DUTIES OF THE OFFICERS	22
ARTICLE - XIV- [ORGANIZATION]	
THE COMMITTEES	23
ARTICLE - XV - [CHARTER]	
RULES OF ORGANIZATION OF THE COMMITTEES	27
ARTICLE - XVI - [CHARTER]	
ADVISORY COUNCIL	28
ARTICLE - XVII - [CHARTER]	
DUTIES OF THE ADVISORY COUNCIL	29
ARTICLE - XVIII - [CHARTER]	
FINANCIAL POWERS AND PROCEDURES	30
ARTICLE - XIX - [CHARTER]	
HTGT SPECIAL MAINTENANCE FUND AND TRUST	32
ARTICLE - XX - [CHARTER]	
ELECTIONS: RULES ON ELIGIBILITY AND EXCLUSIONS	33
ARTICLE - XXI - [OPERATIONS]	
ELECTIONS: NOMINATIONS OF CANDIDATES	34
ARTICLE - XXII - [OPERATIONS]	
ELECTIONS: PROCEDURES FOR VOTING AND ELECTION	35
ARTICLE - XXIII - [OPERATIONS]	
ELECTIONS: VACANCIES AND APPOINTMENTS	36

Hindu Temple of Greater Tulsa Organizational Chart



* - Two year term as President plus two year term as Vice-President, etc.

- Committees

Organization chart.xls

2/8/98

ARTICLE I
NAME AND OBJECTIVES

Section 1. The name of the organization shall be **Hindu Temple of Greater Tulsa**, hereinafter referred as HTGT.

Section 2. The purpose of HTGT is to be a non-profit corporation organized under the provisions of the Oklahoma General Corporation Act, Title 18 of the Oklahoma Statutes, 1006, et seq., and is organized for conducting Hindu religious worship, establish a Hindu Temple, and facilitate the continuation of the Hindu Faith. Notwithstanding the foregoing, this corporation is generally organized exclusively for religious, educational and charitable purposes that qualify as exempt organizations under Section 501 C (3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law), and more specifically, to receive and administer funds for such purposes, and in general, to exercise any, all and every power for which a non-profit corporation organized under the applicable provision of the Oklahoma General Corporation Act can be authorized to exercise.

Section 3. The **Primary Guiding Principles** of the Corporation's functions are as follows:

- i. To help promote the understanding of the Hindu religion, its practices, and way of life among the Hindu families.
- ii. To be involved in religious, cultural, educational, social and charitable activities in connection with the above and to assist in meeting with the needs of the Hindu community.
- iii. To build and maintain a **Hindu Temple Complex** in the Tulsa, Oklahoma region as a place of worship of the Hindu deities within the Brahma, Vishnu, and Shiva trinities and their established immediate feminine and masculine incarnations.
- iv. Final authority on the settlement of any dispute in the above regards will be the **Sankara Peethas in India**.
- v. The guiding language for the purpose of proper pronunciations, names, and similar purposes will be Sanskrit.

- vi. No followings based on any “Gurus”, “Maharishis”, cults and similar entities will be allowed.
- vii. We will not encourage, involve or conduct any activities for the conversion of others into Hinduism.
- viii. We will not participate in, finance, or support the obstruction, criticism, or contradiction of any other religious faiths.
- ix. All of our actions and practices will be within the confines of the Constitution of the United States of America and the religious freedom allowed under the laws of the United States.
- x. To carry out such other activities reasonably necessary for construction and operation of the temple complex.

Section 4. The primary Objectives of HTGT are listed above and as contained in the Articles of Incorporation. Any other objectives and activities of HTGT or amendments to the By-laws shall not be conflict with the Primary Guiding Principles or the customs, tradition and practice of the Hindu Religion.

ARTICLE - II - [CHARTER]

MEMBERSHIP: CATEGORIES AND STATUS

Section 1. Membership of HTGT shall be open to anyone who follows the Hindu religious faith and culture, believes in the objectives of HTGT, and meets the requirements of these By-laws.

Section 2. The Membership of HTGT shall consist of two [2] categories. They are **Primary Members** and **Senior Members**.

Section 3. All new applicants joining HTGT shall be eighteen [18] years of age or older shall join as a Primary Member.

Section 4. Primary Members shall be in Provisional Status for one year until they have satisfactory demonstrated their support for the goals and objectives of HTGT. At that time, the Primary Member shall be converted to **Active Status**, subject to review by the Membership Committee and approval by the Board of Trustees, hereinafter referred as the **Board**.

Section 5. All Senior Members must be ordinarily residing in the USA, have

consistently demonstrated that they have the best interests of HTGT, and be willing to work for its objectives.

Section 6. The following categories of Primary Members, upon request by application to the membership committee, verification by the ethics committee that they have not performed undesirable activities [defined in Article V, Section 3] detrimental to the interests of HTGT, and subject further review by the Board shall be admitted as Senior Members.

- i. Active Primary Members who have been Active Members for at least five [5] years or either have actively served for at least two [2] years in HTGT Committees or have done at least forty [40] hours of voluntary work for the temple.
- ii. Active Primary Members who have performed exceptional service to HTGT, and are nominated to Senior Membership by a resolution passed in a meeting of Senior Members.

Section 7. The Active Senior Members through established organizational bodies shall have the authority to decide on matters relating to the objectives of HTGT, on plans of construction and location of Temple Sanctums, consecration of Deities, religious practices, and traditions at the Temple.

Section 8. Primary and Senior Members of HTGT shall consist of two [2] subtypes of membership: **Regular Members & Life Members.**

- i. Regular Members are adult members who are of the age of 18 years and above and who pay the necessary membership dues annually.
- ii. Life Members are Regular Members who file a request for Life membership and make a contribution of at least ten [10] times greater than the annual dues of Regular Members, as in Article VI, Section 5, within two fiscal years.

Section 9. For married members, both husband and/or wife must apply and pay individually for membership and renewal. However, both names may be included in the same application and renewal forms. Both members must sign their names in the membership form.

Section 10. Primary and Senior Members who file their membership form annually and pay the annual dues shall be “Active” in status.

- Section 11. Youth Members** are children of Active Primary and Senior Members between the ages of 13 and 17. They are enrolled to encourage youth participation in HTGT activities and to prepare them for future leadership. Membership forms and renewal forms for youth Members shall be signed by their parents or legal guardians.
- Section 12. Honorary Members** are persons who have performed distinguished service to HTGT and to the Hindu Community, as determined and nominated by the Board. Any two members of the Board may file the Membership or renewal form on behalf of an Honorary Member.
- Section 13.** Persons employed as staff members or gainfully employed on contract by HTGT, shall be accepted as Senior Members or Primary Members upon meeting the respective membership requirements.
- Section 14. Temple Devotees** are persons following the Hindu religious faith and attending temple activities and religious functions. Their names will be kept in a mailing list for public relations and communication purposes.

**ARTICLE - III - [OPERATION]
MEMBERSHIP: DUTIES AND PRIVILEGES.**

- Section 1.** All Active HTGT members must be a resident of the United States of America and must be willing to serve as a volunteer in the temple and related activities.
- Section 2.** All Active Members shall have equal rights to hold elected offices of HTGT.
- Section 3.** Provisional Members shall not have privileges to vote or to hold elected offices. They may attend General Body meetings as nonvoting members, but will only be heard in the meeting with prior approval. The approval can be obtained by submitting the topic of presentation to the Board at least six weeks prior to the meeting. The Board will have the right to admit the presentation by a majority vote of the Trustees before the meeting. Notification of the approval will be given not less than one day prior to the meeting.
- Section 4.** Any member who has not filed the renewal form and paid the annual dues for more than ninety [90] days [i.e. past March 31] shall automatically become Inactive in status and shall lose his/her membership rights and privileges.

- Section 5.** All Regular Primary Members who are in arrears for four [4] years shall forfeit their membership.
- Section 6.** Members may opt to stay Inactive due to circumstances beyond their control, including hardship. They may reactivate their membership by writing to the Membership Committee at any time.
- Section 7.** An Inactive Member shall be made Active again when the renewal forms are filed and necessary dues, for the current year are paid.
- Section 8.** Any Senior Member who has not filed the renewal form or paid the annual dues, for more than ninety [90] days from the due date, as in Article VI, Section 2, shall be inactive.

**ARTICLE - IV - [OPERATION]
MEMBERSHIP: RULES AND REGULATIONS**

- Section 1.** All members must renew their membership every year, by March 31, by completing and filing the annual membership renewal form and paying their annual dues.
- Section 2.** All members must be willing to do voluntary service for HTGT and participate in HTGT committees and activities. Members may be called upon by the Board as and when needed for voluntary service to HTGT.
- Section 3.** Persons desiring membership in HTGT shall have demonstrated their commitment to the Objectives of HTGT. Members requesting elevation of status from Provisional to Active membership, in addition, must have actively participated in the activities of HTGT as volunteers including attending the General Body meetings.
- Section 4.** If a person is considered by the Board, as having performed activities against the Objectives of HTGT as determined by the Ethics Committee, he/she may be denied membership or denied elevation from Provisional to Active Membership status by the Membership Committee.
- Section 5.** An applicant who has been denied membership or elevation to Active Status may be admitted, upon a resolution signed by ten [10] Active Members and approved by a majority of the Advisory Council, hereinafter referred to as the Council, within one [1] year of the denial.

Section 6. Active status of membership in HTGT is mandatory to perform any organizational or official work or for collecting funds for HTGT unless the Board has specifically awarded such authority and responsibility to an individual as its employee or as a volunteer.

Section 7. Membership in HTGT is not required to participate in religious activities and ceremonies, to perform volunteer work, or to make financial contributions to HTGT.

ARTICLE - V - [OPERATION]
MEMBERSHIP: RESIGNATION, SUSPENSION AND EXPULSION

Section 1. Any member may resign from HTGT by submitting a resignation in writing,, Once resigned, the individual may reapply for membership, by usual process.

Section 2. For the good of the HTGT organization, any member may be suspended or expelled from membership in HTGT or any of the positions on its Board, Council or Committees and, any or all HTGT activities at any time, if such a member has been found by the Ethics Committee as having performed undesirable activities detrimental to the interests of HTGT or having performed any action considered as inappropriate conduct, subject to the appropriate actions per Section 4 below.

Section 3. Undesirable activities may include activities against the Objectives and interests of HTGT, activities creating a major loss of honor or loss of funds to HTGT, collecting funds for HTGT without approval from the Board or misappropriating HTGT funds in any manner.

Section 4. The Board shall issue all orders of expulsion and suspension upon recommendation by the Ethics Committee. The Council and the Board shall each hold private hearings with the individual concerned separately Each shall pass separate resolutions by a sixty-six [66%] percent majority of total votes in the Council and the Board respectively.

Section 5. Suspension or expulsion of a member may be confirmed or revoked on appeal, and the member reinstated by a majority vote of the General Body within one [1] year of the action per Section 4 above.

- Section 6.** The Board's order for the suspension of a member shall not exceed four [4] years. On expiration of the suspension, the member will be expelled unless the suspended member requests re-admission to the Board. The Board's recommendation shall be presented to the General Body for approval by a majority vote.
- Section 7.** A member forfeits **all** membership rights and privileges by resignation, suspension and expulsion. A member who has been expelled shall be ineligible to apply for membership for twelve [12] years from the date of expulsion.

ARTICLE - VI - [OPERATION]
MEMBERSHIP: DUES

- Section 1.** The fiscal year of HTGT shall begin on **January 1** every year and end on **December 31** of the same year with the exception of the first year of the organization.
- Section 2.** A statement for membership renewal stating the amount of dues for the following year shall be mailed to each member before **November 1** of each year and payable by **January 1** of the New Year. The dues paid are not refundable.
- Section 3.** Members who remit the necessary annual dues and submit their annual renewal forms shall be considered Active in their membership status.
- Section 4.** Any Regular Member whose dues are in arrears for more than ninety [90] days [past March 31] shall be Inactive in Status.
- Section 5.** The Membership dues for all Regular Members, both Primary Members and Senior Members, shall be twenty [S20] dollars per person per month.
- Section 6.** In case of unusual circumstances, upon the member's request, the Board may waive or reduce the annual renewal dues of a member for one [1] year, or establish a payment schedule.
- Section 7.** Annual dues for the following subtypes of Active Members shall be an amount equal to fifty [50%] percent of the dues of Regular Members:
- i. Those who are of sixty-five [65] years of age and older upon individual request and approval by the Board.

- ii. Those who are full-time students and not Youth Members.

Section 8. An Active Regular Member who has contributed, the necessary donation to qualify for life membership within two fiscal years, shall become Life Member upon payment of such contribution.

Section 9. The following persons do not pay annual dues for Membership of HTGT:

- i. Life Members.
- ii. Members who are Inactive.
- iii. Honorary Members, Youth Members and Temple Devotees

ARTICLE - VII - [ORGANIZATION]
GENERAL BODY AND GENERAL BODY MEETINGS

Section 1. Active Primary Members and Senior Members shall constitute the General Body of HTGT,. The General body shall have the primary voting right of HTGT on all matters, except for items mentioned in Article II, Section 7.. The General Body shall abide by the By-Laws and provide suggestions for the Board to formulate and execute policies.

Section 2. HTGT shall have Youth Members, Honorary Members and Temple Devotees who do not form part of the General Body of HTGT.

Section 3. The Chairperson of the Board shall call at least two [2] meetings of the General Body in every calendar year, preferably in April and October The Ch—airperson-d, on the advice of the Council, may call for a meeting of the Senior Members at any time.

Section 4. All accounts and records of HTGT, as provided in the Oklahoma Nonprofit Corporation Act shall be open for review by any Active Member of HTGT Any Active Member of HTGT, through prior written request and approval, may attend, as an observer only, all committee and Board meetings.

Section 5. The Chairperson of the Board shall prepare an agenda for the General Body meetings, The Secretary shall mail the agenda and a copy of the proposed resolutions by members and/or the Board to all members,.

Section 6. The General Body shall elect the Board of Trustees (Board), receive and approve or disapprove the annual budget, financial and progress reports, and decide about any pertinent issues brought before it.

- Section 7.** Voting members may vote by proxy at a General Body meeting or a meeting of the Senior Members.
- Section 8.** All Active Members on the record date for determining members are entitled to notice of and to vote at a General Body meeting.. They shall be eligible to vote, in person or by proxy, on any amendments to the By-Laws and for attending and voting on any petitions, resolutions and reviews in any General Body meeting, except as otherwise provided in Article XIX, Section 1 herein.
- Section 9.** Twenty [20%] percent of the total membership, including proxies, whichever is lower, shall form the quorum for the General Body meetings. Twenty [20%] percent of Senior Membership, including proxies, shall form the quorum for the meeting of the Senior Members.
- Section 10.** If a meeting declared by notice cannot be held due to lack of quorum as mentioned in Section 9 above, a temporary adjournment of the meeting may be implemented by the Chairperson of the Board to a day within forty-five [45] days of the first meeting and with not less than fifteen [15] days notice to the same persons who were notified for the first meeting stated above.

ARTICLE - VIII - [OPERATION]
MEETINGS, RESOLUTIONS AND REVIEWS

- Section 1.** Resolutions and reviews of any activity of HTGT or its Board may be proposed by the Board or Council for approval in the General Body or in the meetings of Senior Members, These may also be proposed by a petition containing the signature of at least ten [10%] percent of the Active Members of the HTGT General Body or by ten [10%] percent of the Active Senior Members for the respective meetings, Upon receipt of such a petition, the Chairperson of the Board shall call for a General Body meeting or a meeting of the Senior Members, as the case may be, to consider the proposed matters.
- Section 2.** Notice of a General Body meeting or meeting of Senior Members shall be mailed no more than sixty [60] days and no less than thirty [30] days in advance. All proposed resolutions by the members or the Board shall be submitted to the Secretary at least thirty [30] days before the scheduled date of meeting,
- Section 3.** For all meetings of the General Body and of the Senior Members to be called in accordance with these By-Laws and applicable law, the person or persons

who call a meeting shall set a record date for determining members entitled to notice of and vote at the meeting. Such record date shall be subsequent to the date of taking the action of setting the record date and shall not be more than sixty [60] and not less than thirty [30] days before the date of the meeting. The members who are qualified to vote on the said record date are the members to receive notice of and to vote at the subject meeting,

- Section 4.** All known proposed resolutions and reviews and the agenda for the meeting, shall be mailed by the Secretary to all Active Members not later than fifteen [15] days before the meeting.
- Section 5.** Unless otherwise provided here in, approval of the resolution shall require a sixty-six [66%] percent majority of the members present in the meetings and entitled to vote, with written proxies included, voting in its favor.
- Section 6.** In making decisions on locations of new Sanctums and Deities, the relocation of existing Sanctums, Deities, or significant changes in the rules of religious services, practices and traditions at the Temple, the Board shall refer the matter to the Senior Members for approval by a ninety-five [95%] percent vote per Article VII, Section 9.
- Section 7.** All decisions of the Board of Trustees (Board) on the rules of religious services, practices and traditions at the Temple, the plans of construction in the existing Sanctums and/or the replacement of existing Deities in the Temple, shall need the approval of ninety-five [95%] percent of the Council.
- Section 8.** In making the decisions on the construction and operation of the Temple as in the above Sections, the Board and the meeting of Senior Members shall follow the rules of appropriate Agama texts and seek the opinion and advice of the Chief' Sthapathy of HTGT and other appropriate authorities on Hindu Temples.
- Section 9.** Resolutions and reviews on any activity of HTGT or its Board that receives approval of the General Body or the Senior Members shall be effective immediately after the meeting unless otherwise dated.
- Section 10.** Proposals to change any decision, policy or' procedure of the Board shall be submitted in writing to the Board for resolution. The said petition shall be signed by a majority of the Council or at least fifty [50%] percent of the total Active Membership.

- Section 11.** Any proposed change must not be in conflict with the Articles of Incorporation or the By-Laws. The legality of the proposed change shall be determined by the President.
- Section 12.** Should the Board be unwilling to reply, comply with the petition, or take any action for ninety [90] days, it shall be submitted by the Council to the General Body for adoption or rejection by vote, per Section 13 below.
- Section 13.** A favorable sixty-six [66%] percent majority of the votes cast at a duly held General Body meeting shall be decisive, Should the vote favor the petition, it shall be complied with promptly, within the limitations imposed by the By-Laws, Articles of Incorporation and the Oklahoma's Non-profit Corporation on Act.
- Section 14.** Only Active Members as on the record date for the General Body meeting and the meeting of the Senior Members, shall be eligible to vote on the proposals for amendments to the By-Laws, petitions, resolutions and reviews.

ARTICLE - IX - [CHARTER]
AMENDMENTS

- Section 1.** Amendments to the By-Laws or the Articles of Incorporation shall be prepared and proposed by the By-Laws, Legal, and Ethics Committee:
- i. On the directive of the President;
 - ii. A petition by at least ten [10] percent of Active Members or the Council.
 - iii. By a proposal to the By-Laws, Legal, and Ethics Committee passed as a resolution by Active Members in a General Body, or
 - iv. A meeting of the Senior Members.
- Section 2.** Amendments to the By-Laws or the Articles of Incorporation shall not be in conflict with other parts of the By-Laws or with the Objectives of HTGT.
- Section 3.** The legality of the proposed amendments shall be determined by the By-Laws Committee in consultation with the HTGT legal advisors. The By-Laws Committee, with the concurrence of the members who proposed the amendments, may revise or reword the amendments with appropriate legal terminology.

Section 4. The By-Laws Committee, on the recommendation of the legal advisors, may return for rewording any proposal for amendment or resolution if it is in conflict with other parts of the By-Laws or the Articles of Incorporation.

Section 5. Once approved by the By-Laws Committee and the President, proposals for amendments shall be submitted to a vote of the General Body at a duly held meeting called by the Board. All members who are Active as of the record date for said meeting shall be eligible to vote for the proposed amendments to the By-Laws at the meeting.

Section 6. Amendments to **Article I** of the Bylaws shall require an affirmative vote of ninety-five [95%] percent each of the General Body and Senior Members, **This Section shall not be amended.**

Section 7. The Articles of By-Laws shall be categorized into three [3] groups as follows for the purpose of amendments with different requirements for approval by the members.

The **Charter Group** will consist of:

Article II MEMBERSHIP: CATEGORIES AND STATUS
Article IX AMENDMENTS
Article XV RULES OF ORGANIZATION OF THE COMMITTEES
Article XVI ADVISORY COUNCIL
Article XVII DUTIES OF THE ADVISORY COUNCIL
Article XVIII FINANCIAL POWERS AND PROCEDURES
Article XIX HTGT SPECIAL MAINTENANCE FUND AND TRUST
Article XX ELECTIONS: RULES ON ELIGIBILITY AND EXCLUSIONS

i. The **Organization Group** will consist of

Article VII GENERAL BODY AND GENERAL BODY MEETINGS
Article X BOARD OF TRUSTEES
Article XII OFFICERS
Article XIV THE COMMITTEES

ii. The **Operations Group** will consist of

Article III MEMBERSHIP: DUTIES AND PRIVILEGES
Article IV MEMBERSHIP: RULES AND REGULATIONS
Article V MEMBERSHIP: RESIGNATION, SUSPENSION AND

	EXPULSION
Article VI	MEMBERSHIP: DUES
Article VIII	MEETINGS, RESOLUTIONS AND REVIEWS
Article XI	DUTIES OF THE BOARD OF TRUSTEES AND CHAIRPERSON OF THE TRUSTEES
Article XIII	DUTIES OF THE OFFICERS
Article XXI	ELECTIONS: NOMINATIONS OF CANDIDATES
Article XXII	ELECTIONS: PROCEDURES FOR VOTING AND ELECTION
Article XXIII	ELECTION: VACANCIES AND APPOINTMENTS

Section 8. Unless otherwise specified, amendments to the Articles of the By-Laws marked as **[CHARTER]**, to become effective, shall have approval of the Board and the Council followed by approval of a fifty-one [51%] percent majority of all Active Primary Members of the General Body and a separate approval of a seventy-five [75%] percent majority of all Active Senior Members, both at duly held meetings.

Section 9. Unless other/wise specified, amendments to the Articles of the By-Laws marked as **[ORGANIZATION]**, to become effective, shall have an affirmative vote of a sixty-six [66%] percent majority of the Active Primary Members of the General Body voting at duly held meeting, and of a separate sixty-six [66%] percent majority of the Active Senior Members voting at the meeting, with at least fifty [50%] percent of the members participating at duly held meetings in both cases.

Section 10. Unless otherwise specified, amendments to the Articles of the By-Laws marked as **[OPERATIONS]**, to become effective, shall have an affirmative vote of a sixty-six [66%] percent majority of Active Primary Members of the General Body, voting at a duly held meeting with at least thirty [30%] percent of the members participating at the General Body meeting.

Section 11. Once approved, amendments to the By-Laws shall become effective immediately after the completion of the voting unless otherwise stated.

Section 12. Amendments to the Articles of Incorporation shall be proposed by the By-Laws Committee with legal advice, approved by the Board and Council and approved by an affirmative vote of a sixty-six [66%] percent majority of the General Body voting at the meeting, and of a separate sixty-six [66%] percent majority of the Senior Members voting at the meeting, with at least fifty [50%] percent of the eligible members participating in both cases.

Section 13. Parliamentary Authority: The rules contained in the current edition of Robert's Rules of Order, Newly Revised, shall be referred to govern the HTGT in all cases in which they are applicable and in which they are not inconsistent with the Oklahoma nonprofit Corporation Act, the Articles of Incorporation, By-Laws and any special rules of order or resolutions adopted by the HTGT Board.

ARTICLE - X - [ORGANIZATION]
BOARD OF TRUSTEES

- Section 1.** The activities of HTGT shall be conducted by a Board of Trustees (Board).
- Section 2.** The Board of Trustees shall consist of nine [9] Members. Eight [8] members are nominated by the Trustee category and elected by the General Body. Trustee category shall comprise of those members who contributed at least ten thousand dollars (\$10,000) within any two consecutive calendar years prior to the election year. The ninth (9th) member shall be selected from the category identified as Grand Patron. Grand Patron category consists of the top five [5] donors based on the cumulative monetary donations made to HTGT in the past five [5] consecutive calendar years prior to the election year. The top donor within the Grand Patron category is automatically selected as the ninth (9th) member. If the top donor does not opt to serve or does not designate a Trustee from the Trustee category (as defined above) to serve as the ninth (9th) member, then next in the rank within the Grand Patron category shall be offered the position until filled. In the event that none of the eligible Grand Patrons are willing to take the position or fail to designate the ninth (9th) member, then the reigning President shall automatically become the ninth (9th) member.
- Section 3.** The term of the Board shall be two [2] years. The term shall start on January 1 following the election and shall end on December 31 of the following year.
- Section 4.** Each of the eight [8] elected members of the Board shall be elected for a four [4] year tenure which shall be two [2] consecutive terms of two [2] years each. The ninth (9th) member of the Board shall be in position for a two [2] year tenure. The ninth (9th) member shall not serve consecutive terms and shall wait a minimum of two [2] years before being selected for another term.

- Section 5.** At each election a set of four [4] Trustees shall be elected to the Board and the fifth (5th) member is automatically selected from the Grand Patron category as stipulated in Article X Section 2.
- Section 6.** Vacancies occurring in the positions of elected Board of Trustees shall be filled by appointments for the remaining terms by the majority vote of the Board. Vacancy in the ninth (9th) position is filled from the next eligible member within the Grand Patron category as stipulated in Section 2. In the event that none of the eligible Grand Patrons are willing to take the position or fail to designate the ninth (9th) member, then the reigning President shall automatically become the ninth (9th) member for the remaining term.
- Section 7.** Any elected or appointed Board member who consistently fails to discharge his/her prescribed duties willfully for a period of three [3] months may be replaced by a sixty-six [66%] percent vote of the Board, in consultation with the Council.
- Section 8.** The Board shall be the principle body of HTGT Corporation responsible for all its activities. In discharging its functions, the Board is responsible to the General Body and will abide by the By-Laws and resolutions passed by the General Body and fulfill its objectives as set in these By-Laws.
- Section 9.** All decisions of the Board shall be made by a consensus or by a simple majority of those present, subject to a quorum.
- Section 10.** The quorum for all meetings of the Board shall be five [5] members attending including the Chairperson. All members must be informed not less than seven [7] days in advance of the date, time and place of the meeting along with the agenda or copies of the proposed resolutions that need approval. Attendance or vote by proxy is not allowed for Board meetings.

ARTICLE XI - [OPERATIONS]
DUTIES OF THE BOARD OF TRUSTEES AND CHAIRPERSON OF THE
TRUSTEES

Section 1. The Duties of the Board of the Trustees (Board) shall include the following:

- i. Conduct all matters of the HTGT consistent with the Articles of Incorporation and the By-Laws for present and future successful operation.
- ii. Conduct all functions in harmony with the Council, General Body and Officers of HTGT.
- iii. Nominate a Chairperson by a majority vote of the members of the Board.
- iv. Nominate effective, responsible, and committed Officers for HTGT.
- v. Set example by conduct in all matters of HTGT.
- vi. Propose changes and directions for HTGT.

Section 2. The duties of the Chairperson of the Board, hereafter referred to as the Chairperson, shall include the following:

- i. Call for the meetings of the Board, Officers, General Body, and the Senior Members.
- iii. Prepare the agenda for the respective meetings and preside over each meeting.
- iv. Sign necessary letters on behalf of HTGT including appropriate external communications and letters of appointments of employees.
- v. Prepare the long-term (covering a period of at least the next five [5] years) plan for HTGT.
- vi. Present the long-term plan at least twice a year to the Board and at least once a year to the General Body.
- vii. Sign checks in the absence of the Treasurer

- vii. Other special functions specifically assigned by the Council and the General Body.

ARTICLE - XII - [ORGANIZATION]
OFFICERS

- Section 1.** The administration and day to day functions of the HTGT shall be the responsibilities of the three Officers of HTGT, assisted by the Vice-Officers.
- Section 2.** The Officers and Vice-Officers shall consist of the President, Secretary, Treasurer, Vice-President, Vice-Secretary and Vice-Treasurer.
- Section 3.** There shall be three [3] Officers and three [3] vice-officers nominated by the Trustees (Trustees are those whoever paid \$10,000 in 2 consecutive years) and elected by the General Body at each election. Elections shall be conducted for all the 6 positions.
- Section 4.** The Officers have the authority for all regular functions of HTGT and its projects. They shall follow the guidelines given by the Board and shall be assisted by various committees.
- Section 5.** The Officers shall have the responsibility of developing the future direction of HTGT. While they can take the help of the rest of the Board or other members, they shall not delegate the responsibility to any other person or group of persons.
- Section 6.** The Officers shall be responsible for developing the policies for the administration of HTGT, its long term planning and for giving financial approval when needed in the activities of HTGT with financial powers as established in the By-Laws. They shall be responsible for approving the employment of personnel to construct and operate the Temple complex.
- Section 7.** The Officers are also responsible for the day to day operations of HTGT. However, they may appoint and seek the assistance of committees for specific functions.
- Section 8.** Each such committee shall have a Chairperson appointed by the appropriate Officer.
- Section 9.** The primary responsibility of the Committee Chairperson is to ensure smooth running of his/her Committee.
- Section 10.** The Officers shall establish a minimum of nine [9] working committees, as

listed in Article XIV the Officers shall establish any other committees, as it deems fit to carry out the activities of HTGT towards its objectives.

Section 11. The Officers shall assign duties, areas of activities, and responsibilities for the various committees and its respective Chairperson.

ARTICLE — XIII - OPERATIONS]
DUTIES OF THE OFFICERS

Section 1. The **duties of the President** shall include the following:

- i. Conduct all day to day functions of HTGT relating to administration and operation.
- ii. Manage the construction and maintenance of HTGT.
- iii. Carry out all required actions relating to legal matters, By-Laws, and matters of ethics relating to HTGT.
- iv. Conduct all responsibilities in harmony with the Treasurer and the Secretary, providing leadership by performance to the Officers group.
- v. Other special functions specifically assigned by the Board.

Section 2. The **duties of the Secretary** shall include the following:

- i. Maintain appropriate correspondence and communications with the members.
- ii. Prepare and maintain the minutes of the Board, Senior Members, and General Body meetings and maintain other required corporate records.
- iii. Conduct various educational activities for the understanding and improvement of HTGT's objectives.
- iv. Other special functions as assigned by the Board.

Section 3. The **duties of the Treasurer** shall include the following:

- i. The treasurer shall prepare the budget for the current and upcoming year and track the spending against the budget.
- ii. Maintain the accounting books of HTGT, and prepare the Income Statement and Balance sheets on a monthly basis.
- iii. Present the Budget, spending against budget, the Income statement, balance sheet to the Board every three [3] months, and to the General Body at least once a year.

- iv. Sign checks for payments for expenses authorized by the Board.
- v. Manage all activities relating to the membership and fund raising to maintain and consistently improve HTGT's financial strength.
- vi. Other special functions as assigned by the Board.

Section 4. The **Vice-President** shall perform the functions of the President in his/her absence and other functions assigned by the Board.

Section 5. The **Vice-Secretary** shall perform the functions of the Secretary in his/her absence and other functions assigned by the Board.

Section 6. The **Vice-Treasurer** shall perform the functions of the Treasurer in his/her absence and other functions assigned by the Board.

ARTICLE-XIV-[ORGANIZATION] THE COMMITTEES

Section 1. The officers shall form the following nine [9] committees:

- I. Legal, By-laws, and Ethics**
- II. Administration and Operations**
- III. Construction and Maintenance**
- IV. Membership**
- V. Fundraising**
- VI. Budgeting, Accounting, and Financial Planning**
- VII. Public Relations**
- VIII. Education**
- IX. Records and Meetings**

Section 2. The President shall form and assign the duties, areas of responsibilities, and activities for the following committees: Legal, By-Laws, and Ethics, Administration and Operations, and Construction and Maintenance. The President shall also appoint a Chairperson to each committee.

Section 3. The **Legal, By-Laws, and Ethics Committee** shall be responsible for the following:

- I. All issues dealing with ethics and legal matters for HTGT. With the written approval of the President, they shall contact the appropriate legal advisors when needed.
- II. Recommending to the President, Council, and the Board, the suspension or expulsion of any individual member or a group of HTT members for unethical behavior or undesirable activities defined in Article V, Section 3.
- III. Verifying the applications for Senior Membership, as stated in Article II, Section 5 and 6, and submit their recommendations to the Membership Committee.
- IV. Reviewing, revising and proposing any necessary amendments to the Articles of Incorporation and By-Laws and take necessary factions to get the amendments passed through the established organizational channels. They shall advise the President on all matters related to the By-Laws.

Section 4. The **Administration and Operation Committee** shall be responsible for the following:

- I. Plan and arrange for the Priests including their schedules for various religious services and celebration of festivals at the Temple.
- II. Ensure that Poojas for the various Deities in the Temple will be performed in accordance with the Agamas appropriate for each of the Deities, subject to financial and manpower capabilities.
- III. Plan and arrange various Poojas at devotees' houses as needed, if appropriate and as approved by the Chief Sthapathy.
- IV. Organize various religious festivals at the Temple.

Section 5. The **Construction and Maintenance Committee** shall be responsible for the following:

- I. Manage all major construction work at the Temple complex and perform maintenance of all the facilities.
- II. Development of a master plan for the Temple complex to be approved by the Senior Members with a sixty-six [66%] percent of the vote in a duly called meeting.

- III. Plan and facilitate all construction and maintenance work. The design of any expansion or changes at the temple complex shall be consistent with the existing architectural style of the complex.

Section 6. The Treasurer shall form and assign the duties, areas of activities, and responsibilities for the following committees: Membership, Fundraising, Budgeting, Accounting, and Financial Planning. The Treasurer shall also appoint a Chairperson to each committee.

Section 7. The **Membership Committee** shall be responsible for the following:

- I. Reviewing the membership applications for acceptance and for elevation to Active Status.
- II. Processing of the Primary and Senior Membership applications.
- III. Verifying eligibility requirements for membership and maintain the current list of active members. This list shall be updated once in thirty days and shall be provided to the Secretary.

Section 8. The **Fund Raising Committee** shall be responsible for the organizing of all fund raising events to meet the needs of HTGT.

Section 9. The **Budgeting, Accounting, and Financial Planning Committee** shall be responsible for the following:

- I. Organizing and maintaining the Temple income and expenditure accounts and preparing the annual Budget.
- II. Assisting the Treasurer to prepare a monthly income and expense statement and a quarterly balance sheet to submit to the Board.
- III. Documenting the loans received by the HTGT and repayments made to financial institutions and/or individuals.
- IV. Developing the annual budget outlay for the Board and prioritizing the Temple expenditures to fulfill the long-term religious and spiritual needs of the community.
- V. Assisting and advising the Treasurer on all activities of HTGT to improve revenue and resources.

Section 10. The Secretary shall form and assign the duties, areas of activities, and responsibilities for the following committees: Public Relations, Education, Records and Meetings. The Secretary shall also appoint a Chairperson to each committee.

Section 11: The **Public Relations Committee** shall be responsible for the following:

- I. Conducting activities to promote a positive, inspiring, and proper image of HTGT among members and in the community.
- II. Acting in response to all emergencies due to a natural calamity, a crisis in any member family or in the community when such need for assistance arises.
- III. All newsletters, promotional publications, and publicity of HTGT activities.
- IV. Recommend the formation of **Satellite Town Committees** in various cities outside the Tulsa, Oklahoma area to arrange various religious activities of HTGT in those communities.

Section 12. The **Education Committee** shall be responsible for the following:

- I. Arrange various cultural programs at the Temple for the education of religious values, culture, customs, and practices.
- II. Arrange periodic visits, lectures, and classes by appropriate people.
- III. Bring appropriate means to educate and create harmony among members of various parts of India.
- IV. Develop the youth for future leadership involving at least one Junior member, below the age of twenty [20] years in organizing activities.
- V. Develop and maintain a library on Hinduism, temples, and directly associated matters.
- VI. Organize youth programs to teach the Hindu Religion and Hindu way of life.

Section 13. The **Records and Meetings Committee** shall be responsible for the following:

- I. Notices, minutes, and related records of General Body, Senior Members and Board meetings.
- II. Mailing, receiving, and counting of ballots.
- III. Maintaining other records as directed by the Secretary.

ARTICLE-XV-[CHARTER]
RULES OF ORGANIZATION OF THE COMMITTEES

- Section 1.** The Officers shall appoint, within thirty [30] days of assuming office, a set of Committees, in consultation with the Board for such purposes that it may deem fit to further the objectives of HTGT. All Committee openings may be announced in the Temple newsletter if desired by the appropriate Officer.
- Section 2.** Each Committee shall be led by a Chairperson and shall have at least four [4] Active Members, including the Chairperson.
- Section 3.** The Officers shall fill vacancies of the Chairperson in the committees within sixty [60] days of the occurrence of the vacancies. The Chairperson shall appoint the members of their committees in consultation with their respective Officer.
- Section 4.** The term of the Committees shall not exceed the term of the Officers, but the Board may authorize their continuation of up to 30 days after the election, until new committees are formed.
- Section 5.** Each of the Committees formed by the Officers shall have at least one young member, below the age of twenty-eight [28] years, on the date of appointment as a Junior coordinator, if possible, to develop future leadership. The Junior coordinators may be invited to attend meetings as observers.
- Section 6.** The Officers may appoint other special committees for various areas of work to further the objectives of HTGT and dissolve such special committees at any time. In its appointment of individuals to these committees, the Committee Chairperson shall seek qualified persons and, in addition, seek to get a fair cross section of the membership and the community.
- Section 7.** The Officer may waive the qualification requirement for appointments to the committees when a suitably qualified candidate is not available and shall keep the Board informed of such decisions in writing at least thirty [30] days in advance of such actions.
- Section 8.** The committees shall plan all their activities according to the approved budget. The Chairpersons shall be given the authority to spend the money as approved by their respective Officer. Any deviation from the plan and budget shall require the approval of the Officer in advance.

ARTICLE-XVI-[CHARTER]
ADVISORY COUNCIL

- Section 1.** In addition to the Board, HTGT shall have an **Advisory Council (Council)**. The term of the Council shall be eight (8) years. One half of the Council shall be installed every four [4] years. A Council Member can be dismissed by a majority vote of the Senior Members. The installation of the Council shall coincide with the term of the Board.
- Section 2.** The Council shall consist of a maximum of twenty [20] members, and shall comprise of substantial (at least ten thousand dollars [\$10,000], or twice the lifetime membership fee whichever is higher) contributors in funds or in other ways as considered valuable for HTGT by Senior Members.
- Section 3.** Council members, hereinafter referred to as Councilors, shall be nominated and elected by the Seniors Members by majority vote. Such voting can be conducted in any meeting of the Senior members, with at least two weeks of prior notice to the Secretary.
- Section 4.** The Council, by majority vote among Councilors, shall elect a Chief Councilor who shall preside over the meetings and conduct the deliberations of the Council. If the position becomes vacant, one of the Councilors shall be elected as before, to the vacant position.
- Section 5.** A Councilor, who is unable to attend to the duties of the office due to any reason, may relinquish the position and the Council shall accept the resignation and declare the position vacant. Vacancies in these positions shall be filled as outlined in Section 3 above.
- Section 6.** The Council shall not have any executive powers while the Board of Trustees (Board) is in office. They may offer opinions or advice to the Board on important policy matters and any other matter referred to them by the Board, the Officers, Senior Members, or the General Body.
- Section 8.** In the event elections are canceled or declared invalid due to any reason, the current Board and the Officers shall continue to hold office. The Chief Councilor shall direct the Secretary to conduct new elections within one hundred and eighty [180] days.
- Section 9.** In the event of an emergency resulting in the dissolution of the Board or the established structure of HTGT and the General Body, the Council shall take

over the administration of the Temple and all its assets. The Council will then reorganize the HTGT with its Senior members and conduct fresh elections as state in the By-Laws.

- Section 10.** In the event this fails to accomplish the goals, the Council shall have the authority to decide and recommend the transfer of the assets of the organization to another nonprofit Oklahoma Hindu Religious organization of its choice, as required by the laws of the State of Oklahoma.
- Section 11.** The Chairperson of the Board shall call for a meeting of the Senior Members when requested by the Council on subjects pertaining to items covered in Article V, Section 2 and 3.
- Section 12.** All amendments relating to the powers, duties and responsibilities of the Senior Members and the Advisory Council shall require an approval of Senior Members with a seventy-five [75%] percent majority of all Active Senior Members voting in favor. These powers and duties shall not be changed, reduced, amended or otherwise offered to any other source, except by such an approval.

ARTICLE -XVII-[CHARTER]
DUTIES OF THE ADVISORY COUNCIL

- Section 1.** The Council shall ordinarily be performing only duties requested of them by the Board and those approved in the By-Laws. The Council shall engage in the following activities in their advisory role:
- I. They shall advise the Board on the constitutionality and legality of any of the decisions of the Board, the Officers, Senior Members, or the General Body. They shall be the constitutional watchdogs for checks and balances of the entire HTGT organization.
 - II. They shall function as advisors on matters concerning the HTGT administration, religious matters, any major expenses, construction projects and employee matters.
 - III. They shall discuss and recommend changes to any changes to any resolutions, amendments and any proposals based on By-Laws, Articles of Incorporation and laws of the State of Oklahoma.
 - IV. They shall discuss and recommend changes to the Articles of Incorporation and By-Laws based on their experience and judgment of the needs of HTGT.

ARTICLE-XVIII-[CHARTER]
FINANCIAL POWERS AND PROCEDURES

- Section 1.** Funds shall be received through membership dues, private donations and such fund raising methods that are legally authorized for nonprofit organizations under the U.S. Internal Revenue Code and State and Local laws and that are acceptable according to Hindu traditions.
- Section 2.** Funds shall be held in commercial banks, savings and loan associations or other public financial institutions that are federally insured, in an interest bearing account. Funds shall also be held in the investments offered by the Government of the United States of America. Funds shall not be invested in speculative investments. All institutions of investment and transaction shall be approved by the Board and announced in the annual General Body meeting each year.
- Section 3.** Funds shall be spent exclusively at the direction and approval of the Board.
- Section 4.** Funds shall be used exclusively for the construction, improvement and maintenance of the Hindu Temple of Greater Tulsa in Tulsa, Oklahoma. Funds may be utilized as decided and approved by the Board for publicity and public relation activities of HTGT, preservation of Hindu religious faith and for such activities listed in the Article I as the Objectives of HTGT.
- Section 5.** The President, Secretary and Treasurer jointly may approve and authorize expenses up to one thousand dollars [\$1,000] on any single project. The Board may approve and authorize expenses up to five thousand dollars [\$5,000] on any single project. The Board may approve and authorize expenses up to twenty five thousand dollars [\$25,000] for items other than major construction and/or renovation of permanent structures that have been approved by the General Body. For major construction and/or renovation of permanent structures that have been approved by the General Body, the Board may approve and authorize expenses up to one hundred thousand dollars [\$100,000]. For amounts exceeding these limits, approval of a simple majority of the General Body, including proxies, is required.
- Section 6.** HTGT is authorized to borrow money from individuals, commercial banks and other public or private financial institutions to the extent approved by a ninety-five [95%] percent consent of the Board, for any approved expenses as under Article XVIII, Section 5 using immovable properties as collateral. They shall also get a ninety-five [95%] percent approval of the Council.

- Section 7.** The members of the Board, the Council, or the Working Committees shall not charge a fee or be paid compensation for the services rendered to HTGT. The Board may approve and pay a fee for service on a contract to a member of HTGT.
- Section 8.** HTGT accounts shall be maintained by the Treasurer and shall be audited by the Budgeting, Accounting, and Financial Planning Committee every three [3] months and by an Independent Certified Public Accountant once a year.
- Section 9.** The annual budget shall be presented in a General Body meeting for approval. In the event of a delay in the approval process, a budget that is the same as the expenses approved in the previous six [6] months shall be used.
- Section 10.** In the event of the dissolution of HTGT, all the assets of the corporation shall be distributed to one or more organizations, organized and operated exclusively for Hindu religious purposes, with the objectives similar to HTGT as approved by the Board and the Council, within the meaning of Section 501© (3) of the U.S. Internal Revenue Code.

ARTICLE - XIX - [CHARTER]
HTGT SPECIAL MAINTENANCE FUND AND TRUST

- Section 1.** HTGT shall establish a HTGT Special Maintenance Fund and Trust hereinafter referred as the **Trust Fund**. The Trust Fund shall be kept separately in an HTGI Trust Fund Account in a commercial bank or other federally insured financial institution in an interest bearing account. The Trust Fund shall not be invested in a speculative investment.
- Section 2.** Details of the operation of the Trust Fund and situations for utilization of the fund shall be detailed in a separate legal instrument as "**HTGT Special Maintenance Fund and Trust.**" Any amendments to these documents shall be proposed by a resolution of the Board, which must be approved by the Council and followed by approval of General Body with voting rules as stated in Article IX, Section 6.
- Section 3.** Funds for the Trust Fund account shall be received through membership dues, private donations and such fund raising methods that are legal for nonprofit organizations under the U.S. Internal Revenue Code and State and local laws and which are acceptable to Hindu traditions.
- Section 4.** Payments received as contributions specifically for the Trust Fund shall be deposited in the Trust Fund Account.
- Section 5.** When the Temple has surplus income, a portion not less than five [5%] percent every month of such income shall be deposited into the Trust Fund.
- Section 6.** The Trust Fund shall be used only as a last resource in the event of severe financial strain in the operation of the Temple's normal functions. The Council and an independent Certified Public Accountant shall certify that such a situation exists prior to the use of the Trust Fund. The funds are to be utilized as an emergency measure for the purpose and duration specified by the Council.
- Section 7.** The Trust Fund shall be exclusively utilized for the normal maintenance of the Temple facility and for the uninterrupted religious activities.
- Section 8.** Interest from the Trust Fund shall be used, during such a situation as in Section 6 above, for daily Pooja and other religious services including material supplies and payment of compensation for essential employees.

Section 9. Any funds available for other specific causes shall be used for the continuation of the Temple functions before using the Trust Fund., Once the normal operations resume and funds from regular sources are available, the amount withdrawn shall be refunded as soon as possible.

Section 10. The available Trust Fund shall not be utilized for any new projects or other activities of HTGT, pledged against a bank loan or given as a loan, to any private individual or organization.

ARTICLE - XX - [CHARTER]
ELECTIONS: RULES ON ELIGIBILITY AND EXCLUSIONS

Section 1. To vote in an election, a member must be in Active status as of January 1 of an election year.

Section 2. All candidates nominated for the elected positions of Trustees and Officers shall be Active Members in good standing for at least two [2] years on the record date, and must have rendered significant service to HTGT., They must be residing within a commutable distance from the Temple complex in Tulsa, Oklahoma. They must be knowledgeable and familiar with the Articles of Incorporation and the By-Laws of HTGT.

Section 3. Any Trustee elected to the Board shall not be nominated for a third term while he/she is serving as a Trustee. Any Officers and Vice-Officers elected for a combined four-year term shall not be nominated for two [2] years after completion of their elected term,

Section 4. Candidates elected to the Board and as Officers shall not concurrently hold an office on a Board in another religious institution or organization of similar nature They shall not engage in fund raising activities in such an organization, upon assuming office in HTGT or during the term of their service.

Section 5. If a person on the Board or Council has a conflict of interest arising during his/her tenure they shall report such conflict to the Board and/or Council. The Board or Council, as applicable, may ask the person to relinquish one of the positions of conflicting interest or remove the person from the Board or Council and declare the position vacant in a resolution.

- Section 6.** In the interest of HTGT and its objectives, a candidate may specifically be exempted from the provisions of Sections 4 and 5 above, by a resolution passed by a simple majority of the Council and the Board.
- Section 7.** On all matters of eligibility and procedures in the elections, the interpretations and ruling by the Secretary, in accordance with the provisions in these By-Laws, shall be final.

ARTICLE - XXI - [OPERATIONS]
ELECTIONS: NOMINATIONS OF CANDIDATES

- Section 1.** Elections shall be held once every two [2] years The election day shall be the first Sunday in December in the even numbered years. All voting for elections shall be by ballot only.
- Section 2.** The elections shall be conducted by the Secretary. The General Body shall elect the Trustees upon nomination by the Council and the Vice-Officers upon nomination by the Trustees.
- Section 3.** The Secretary shall mail, at least ninety [90] days prior to the date of election (first day of September or earlier), a letter to the entire Active Membership of the General Body, informing them of the date of election, The Secretary shall also request, at least ninety [90] days prior to the date of election (first day Of September or earlier), the Council and the Trustees to send in their nominations for the new Trustees and the Vice-Officers and Officers as needed.
- Section 4.** The nominations of candidates from the Council and from the Trustees shall be received sixty [60] days prior to the date of election (first Sunday of October or earliest).
- Section 5.** The nominations shall be for the needed number of candidates or more for the positions.
- Section 6.** The Nominee's acceptance of the nomination shall be obtained in advance by the nominators.
- Section 7.** The Secretary shall mail a legal notice of the election and the ballots for the election, of all Trustees and Vice-Officers, to all the eligible Active Members of the General Body, as on the record date at least thirty [30]

days prior to the date of election (first Sunday of November or earlier)

ARTICLE - XXII - [OPERATIONS]

ELECTIONS: PROCEDURES FOR VOTING AND ELECTION

- Section 1.** Separate ballots for Trustees shall be prepared with the candidate's names in alphabetical order. The voting members shall vote by marking the candidates of their choice, not exceeding the number of the positions available.
- Section 2.** In a separate ballot for the Vice-Officers, the candidate's names shall be presented in alphabetical order. Voting members must choose the three [3] candidates and must indicate their choice of one for each of the positions of Vice-President, Vice-Secretary and Vice-Treasurer. If a ballot is marked with more than three [3] candidates or if one candidate is marked for more than one position, such ballot shall be treated as invalid.
- Section 3.** The voting members shall mail or hand deliver the proxy back to the Secretary. Proxies shall be received on or before the date specified by the Secretary, not less than seven days prior to the election date.
- Section 4.** The counting of votes shall be conducted by the Secretary on the Election Day in the presence of those interested Active Members and representatives of nominees, if any.
- Section 5.** The four [4] candidates for Trustees with the highest number of votes shall be elected as Trustees.
- Section 6.** The votes secured by each candidate for each of the positions of Vice-President, Vice-Secretary and Vice-Treasurer shall be counted separately. The candidates securing the highest number of votes for each of these three [3] positions shall be declared elected for the respective positions.
- Section 7.** In case of a tie, the decision shall be based on the toss of a coin or drawing of straws as determined by the Secretary.
- Section 8.** If one of the elected candidates opts not to hold the assigned office, the candidate next in rank in the election results shall assume that office. Subsequent offices shall be filled in succession by the next in rank in the election results. If there are no additional candidates, the position shall be declared vacant and filled by the rules that address vacancies.

- Section 9.** If less than the required numbers of candidates are declared elected, the resulting vacancies in the Board shall be filled by appointments as per rules that address vacancies.
- Section 10.** In the event elections are canceled or declared invalid for any reason the current Board and Council shall continue in the office and new elections shall be conducted by the Secretary within one hundred and eighty [180] days.

ARTICLE - XXIII - [OPERATIONS]
ELECTIONS: VACANCIES AND APPOINTMENTS

- Section 1.** Any Board member, who is unable to attend to the duties of the office due to any reason, may resign. The Board shall accept the resignation and declare the position vacant.
- Section 2.** If any Board member does not attend to the duties of his/her position including attending the scheduled Board meetings for more than three [3] meetings continuously, without proper reason given to the Board, the Board may advise the member to relinquish the position or declare the position vacant.
- Section 3.** A vacant position in the Board may be filled by an appointment by the Majority Vote of the board for a period up to the next election.
- Section 4.** If the President, Secretary or Treasurer is unable to attend to his/her duties for a period not exceeding three [3] months, the Vice-President, Vice-Secretary or Vice-Treasurer, respectively shall assume their duties.
- Section 5.** A vacancy in the positions of Vice-President, Vice-Secretary or Vice-Treasurer shall be filled by nominations by the Board and election by majority vote of the Board. Such positions shall be filled by the regular election proceedings during the scheduled election period.

End of By-Laws of Hindu Temple of Greater Tulsa