

ARIZONA NEWAH ORGANIZATION

Estd: 2026

BY LAWS - 2026

ARTICLE 1.0 THE ORGANIZATION:

1.1 The name of the organization shall be:

"Arizona Newah Organizations"

1.2 In Nepal Bhasa, i.e., Newah Script, it shall be written as:

1.3 The organization is a non-profit charitable, educational, social, and cultural organization of Newah people of Nepal residing in Arizona, United States of America; their children born in the United States and their well-wishers.

ARTICLE 2.0 THE AIMS AND OBJECTIVES:

2.1 To provide a platform for the Newah community to conserve, preserve and promote the traditions; the customs and the cultural heritage for well-being and betterment of the community and its future generations.

2.2 To participate, organize and facilitate the growth; development and advancement of the Newah culture in arts, science, literature, language, commerce, publication, education, music, dance, customs and rituals.

2.3 To advance the Newah community into the mainstream of American Life, for mutual exchange of social, cultural and historical understandings and goodwill between different cultures; people and communities for bringing unity, peace and harmony.

ARTICLE 3.0 THE ORGANIZATIONAL STUCTURE:

3.1 Organizational structure of the Organization will comprise of the following bodies:

(a) The General Body

(b) The Executive Body

(c) The Advisory Board

3.2 The General Body:

The General Body shall consist of all members of the organization. It is the main body of the organization. The general body will elect the members of the Executive body.

3.3 The Executive body:

The executive body is a body of elected and nominated members who will carry on the business of the organization and are accountable for planning, managing, monitoring and implementing basic functions of the organization.

3.3.1 The Executive body shall be of total 18 (Eighteen) members and comprise of the following:

1. President
2. Immediate Past President *
3. Vice President
4. General Secretary
5. Secretary
6. Treasurer
7. Joint Treasurer
8. Executive Member
9. Executive Member
10. Executive Member
11. Executive Member
12. Executive Member
13. Executive Member
14. Executive Member
15. Executive Member
16. Executive Member
17. Executive Member
18. Executive Member

3.3.2 Regional Directors will be nominated by the Executive body as per need. The Directors shall work with other members in the region and provide leadership to carry out the works of the organization in that region to achieve the goals and objectives of the organization.

Directors are invitees in Executive Meetings.

- Director – Chandler
- Director – Gilbert
- Director – Scottsdale
- Director – Mesa
- Director – Phoenix
- Director – Tempe

3.3.3 The term of office of the Executive body shall be of two years duration. Same President shall not bear office more than one terms in the same position.

3.4 The Advisory Board:

Members of the Advisory Board shall be nominated by the President in consultation with the Executive Body. Nominated members of the Advisory Board shall remain in office as long as the term of office of the Executive Body.

3.4.1 All past Presidents shall become Ex-officio member of this Advisory board and remain to be so if he/she desires.

ARTICLE 4.0 MEMBERSHIPS:

4.1 Any individual wishing to join the organization can do so by applying to join and agree to abide by the Constitution of the Organization. No one shall be discriminated against on basis of race, religion, nationality, color, caste and creed or sexual orientation of the individual.

4.2 All Newah individuals naturally become members of the organization. All other well-wishers can join the organization by applying for membership.

4.3 Following are the types of membership:

1. General Member:

All Newah individuals naturally become members of the General Body and will be called the "Member" of the organization. A $20 (Twenty Dollars) annual membership fee shall be requested but is not mandatory. Only paid members shall have voting rights.

2. Founding Member:

Individuals who have been involved in the establishment of this organization from the very beginning shall be called the "Founding Members" of the organization.

A list of the founding members is being included in random order:

1. Raju Duwal & Matina Duwal
2. Kiran Shrestha & Binital Mool
3. Nilesh Tamrakar & Nabina Shrestha
4. Nikesh Maharjan & Sangita Maharjan
5. Minesh Maharjan & Nikita Maharjan
6. Anil Bhari & Mira Shrestha
7. Sanjib Prajapati & Samridhi Shrestha
8. Aayush Kansakar & Smriti Rajbhandari
9. Ujwal Joshi & Erika Joshi
10. Dinesh Sthapit & Rukma Sthapit
11. Suresh Shrestha & Sapana Shrestha
12. Jesmina Shrestha & Rajashree Shrestha
13. Sumit Tulahdar & Elisha Shrestha

All Founding Members shall pay a one-time fee of $51 (Fifty-One Dollars) and the commitment of $5/month donation collected beginning of each year for three years upon the registration with Arizona Secretary of State and Internal Revenue Service or from the day of commitment.

The rights and privileges of founding members are the same as that of a paid General Member.

First AGM dated Date, unanimously passed proposal to extend time up to Dec 31, 2026, to become Founding Member.

3. Life Member:

Any member wishing to be a member of the organization can do so by paying a one-time $101 (One Hundred One Dollars) membership fee. He/she and spouse shall be called “Life Member" of the organization. Additional $30 for each family member added.

The rights and privileges of Life Members are the same as that of a paid General Member.

4. Student Member:

Students above the age of 18 (eighteen) can join the organization by paying annual membership of $10 (ten) per year. They need to submit a copy of their student identity card.

5. Honorary Member:

Arizona Newah Organization awards honorary memberships to those individuals/organizations whose contributions are essential to attain the main objectives of the organization. Honorary members are not eligible to vote; however; they can participate in the general meeting. The executive committee nominates individuals or organizations for honorary membership.

6. Youth Member:

Individuals below the age of 18 (eighteen) who join the organization shall be termed as "Youth Members." As a youth member, they can learn from members as mentors of the organization and acquire valuable knowledge and experience. As future members of the organization, leadership qualities shall be encouraged and developed so that they can assume a future leadership role in the organization. Youth members are not allowed to vote, and there shall not be any membership fees.

ARTICLE 5.0 RIGHTS & DUTIES:

5.1 Rights and duties of the members of the Executive Body and other office bearers:

5.1.1 President:

The president will be responsible for overall operation of the organization. He/she shall use every effort to achieve the aims and objectives of the organization. He/she shall chair the Executive body meeting. He/she shall form and dissolve committees for various activities as needed for the development of the organization's program. He/she must see that all the decisions made in the committees are made by the majority vote. In case of a tie, he/she shall cast the deciding vote. He/she shall see that the records of all activities are kept in proper order according to the constitution and the law of the land

5.1.2 Immediate Past President:

Upon completion of term as President, this person shall hold the office of immediate Past President. In absence of the President and Vice-President, it shall be the duty of the Past President to perform the duties and responsibilities of the President. The Immediate Past President shall have such duties and possess such authority as may be delegated by the President.

5.1.3 Vice President:

He/she shall assist and help the President in all manners possible. He/she will be responsible for developing annual program in coordination with the President and other members of the Executive Body. By order of the President, he/she shall chair various meetings and activities and represent the organization in various venues.

In case of absence of the President for more than a month without informing to the Executive Body, he/she shall assume the role of the acting president with full power and responsibility of the President.

5.1.4 General Secretary:

He/she will be responsible for all administrative activities of the Organization and must work in consultation of the President and the vice presidents. He/she shall keep track of all records of all organizational activities and paper trails. He/she shall keep the meeting minute and circulate it within a week of the meeting. He/she will call all General and Executive meetings and as advised by the President. He/she will be responsible for preparing annual report and present it in the annual general meeting

5.1.5 Joint Secretary:

He/she will assist in all manners in fulfilling the objectives of the organizational activities. He/she will also contact various organizations and personnel in developing partnership activities.

In case of absence of the General Secretary for more than a month without informing the Executive Body, he/she shall assume the role, duties and responsibilities of the General Secretary.

5.1.6 Treasurer:

He/she shall be undertaking all activities in relation to the financial and monetary aspect of the organization. He/she shall keep track of all revenue and expenditures records donations and dues etc. He/she shall present the annual income and expenditures report at annual General Body meeting of the organization He/she will be responsible for conducting an annual audit and the books are in order with the law of the land. He/she will be responsible for fundraising activities of the organization.

5.1.7 Joint Treasurer:

He/she will assist in all manners to Treasurer in fulfilling the objectives of the organizational activities. He/she will also contact various organizations and personnel for fundraising activities.

In case of absence of Treasurer for more than a month without informing the Executive Body, he/she shall assume the role, duties and responsibilities of the General Secretary.

5.1.8 Executive Members:

All members should attend the executive meeting and participate in a decision-making process of the organization, be active, and provide intellectual and creative ideas and thoughts to enhance and advance the organization.

5.1.9 In the event of any position of executive body or other working committees becomes vacant; the president shall fill the vacant position with consultation of executive members.

5.1.10 All office bearers must be a good citizen with a good character and high morale

5.2 Rights and Duties of the members of the Organization

5.2.1 A member who forms the main body of the organization has the right to cast vote to elect the members of the Executive Body. He/she shall be called upon to vote for bylaws, amendments and other issues when needed.

5.2.2 A member can be elected or nominated to various offices of the organization who have volunteered at least one event organized by the organization. He/she must make it his/her

responsibility and duty to participate in the meetings and activities of the Organization as called upon by the Executive body for the development of the organization.

5.2.3 In order for any member to run for an elected office, he/she must have participated actively in the organization in various capacities and must have been member of one working committee. His/her candidacy shall be proposed by one member, seconded by another, and endorsed by one of the founding members. The endorsement of two founding members shall be required for the first two elections only. Then, endorsement of founding members is not required. No one founding member shall endorse two candidates for the same post.

5.2.8 Member of the general body shall be the guiding body of the organization to see that the various activities of the Organization are in conformance with the bylaws of the Organization. It is his/her duty to bring to the notice of all if any article of the bylaws has been violated so that immediate remedial step can be undertaken to rectify the mistake.

5.2.9 A voting member can floor the Vote of No Confidence to remove the Executive committee or a member of the Executive committee, or any other committee or individual of office by submitting written petition with signature of at least 10% of the voting members to the general meeting. The Vote of No confidence must be approved by two thirds of the voting members of the organization to be implemented.

5.3 Rights and Duties of Members of the Advisory Board:

5.3.1 All Members of the Advisory Board shall be a source of advice, experience and information for the President, the Executive Body and all other members of the Organization. They are only a consultative body and shall not do anything to influence any activities of the organization, such as election or other policy matters, in a direct or indirect way. But they can be a part of different projects of the Organization in different capacities.

ARTICLE 6.0 MEETINGS:

6.1 To carry on all functions of the organization following categories of meeting needs to be conducted:

6.1.1 Annual General Meeting: The Executive body shall mandatorily call one general meeting for all its members every year on the month of October.

6.1.2 Executive Body Meeting: Executive Body must call to order at least four quarterly meetings every year.

6.1.3 Emergency General Meeting: The Executive body can call an emergency meeting of the general body as deemed necessary by the Executive body Reflecting the need and urgency of the matter in hand to be discussed for the preservation and sustainability of the organization.

ARTICLE 7.0 QUORUMS:

7.1 Quorum for Executive Meeting: Minimum of 51% of the members of the executive body must be present in person or by proxy for the meeting to be valid. If the Quorum is not reached for the validity of the meeting, a second call for the meeting shall be made and at least 33% of the executive members must be present in person or proxy to validate the meeting. Any invitees to the Executive Meeting shall not count for Quorum.

ARTICLE 8.0 VOTING VALIDITY:

8.1 Even though all members of the Newah community are members of the Organization, each member must be registered and pay $20 (Twenty Dollars) annual fees to vote for or be elected to an office.

8.2 Member has to be minimum 18 (eighteen) years of age before he can register as a voting member.

8.3 Voting by Proxy shall be valid as per rules and regulations setup collectively by the Executive Body and Election Committee.

8.4 Voting in the annual general meeting shall be conducted as per majority vote. A minimum of 51% of the votes of the attending voting members must be obtained for any issues to be approved.

8.5 Voting for election by mail or by e-mail will also be valid as members come from all over the country. The validity of the mail-in votes will have to be verifiable and confirmed as per rules and regulations setup by the Executive Body and Election Committee.

ARTICLE 9.0 ELECTION PROCESS:

Every second year, an Election will be conducted to form a new Executive Body.

9.1 The President with the approval of the executive committee shall constitute a fully independent Election Commission four months prior to the election date.

9.2 Election commission shall be responsible for conducting a full and fair election as an important part of the democratic practice. The election process should be transparent and fully disclosed and explained to all members of the organization. The Election committee shall formulate all rules and regulations to conduct election fair and democratic.

9.3 The election shall be conducted by secret ballot voting and the detailed result announced by the Election commission.

9.4 Vote shall be cast by the registered voting members to exercise his/her basic right. In case of the contested election, the candidates will have to obtain at least 51% of the votes cast to win the election.

ARTICLE 10.0 THE FUND:

10.1 A fund for the organization shall be created to fund various activities of the organization.

10.2 The fund shall be generated from membership fees, donations received from various members, well-wishers of the organization, and income from various activities and programs undertaken by the organization.

10.3 Donation shall be voluntary though solicited, and donation drives will be conducted from time to time to meet the basic needs of the organization.

10.4 A bank account shall be opened in the name of the organization and will be jointly operated by the Treasurer, the President and the General Secretary; checks should be signed by any two officers.

ARTICLE 11.0 CONFLICT OF INTEREST:

11.1 For proper functioning of the organization, fairness to its members and to reflect true dedication to the office one holds in the organization the following conflict of interest status shall be observed:

Following member of the elected or nominated members of the Executive Body shall not hold similar offices in other similar organizations at one given time:

(i) President

(ii) Vice President

(iii) General Secretary

(iv) Joint Secretary

(v) Treasurer

(vi) Joint Treasurer

ARTICLE 12.0 BYLAWS AMMENDMENTS:

12.1 To reflect the need, aspirations and changes that occur in the working of the organization, amendments of the bylaws can be undertaken as and when necessary.

12.2 Proposal to amend the bylaws can be floored at the annual general meeting by any member of the organization in a written form.

12.3 Proposed amendments are to be put to vote for the registered voting members of the organization.

12.4 In order for the amendments to be approved by two third votes, the amendments need to be obtained.

ARTICLE 13.0 DISSOLUTION:

If dissolved, all remaining assets of the Organization shall go to any other 501(c) organization(s) that is/are working to promote peace and harmony in the community.

END OF BYLAWS