

THE CONSTITUTION OF THE JAIN SOCIETY OF SEATTLE (JSS)

Article I: NAME

The name of the Corporation shall be Jain Society of Seattle (JSS). It shall be incorporated as a non-profit organization in the State of Washington.

Article II: BASIC POLICIES

1. The purpose and objectives of the Corporation shall be spreading Jain Way of Life (JWOL), performing charitable activities and promoting community & cultural events. Jain Way of Life means living simple and compassionate life on the principles of non-violence, non-stealing, non-possessiveness, truth etc. Charitable activities shall include but shall not be limited to feeding homeless, partnering with other non-profit organizations to raise awareness / funds for humanitarian cause, saving life (animal shelter, helping a human in need etc.) etc. Community & cultural events shall include but shall not be limited to organizing a theme-based Art competition in the community, celebrating festival of Diwali.
2. This shall be governed and qualified by the policies set forth in the Articles of Incorporation.
3. The name of the Corporation shall not be used in any connection with a commercial concern or with any partisan interest or for any purpose not appropriately related to the promotion of the objectives of the Corporation.
4. This corporation may cooperate with other organizations for its purpose and objectives.
5. The duration of this corporation shall be perpetual.

Article III: MEMBERSHIP

1. Membership in the Corporation shall be made available to any individual who is a believer or a follower of the Jain Way of Life (JWOL). Membership is available without discrimination and harassment of any type about race, color, religion, age, sex, national origin, birth, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.
2. Only one vote per membership shall be allowed.
3. Life Members shall be eligible to take part in all members' meetings and may serve in any of its elective or appointive positions. Member must be at least eighteen (18) years of age.
4. The Corporation may publish its membership roasters from time to time.
5. Honorary Membership may be conferred upon an individual by a two third vote (2/3) of the Board of Directors. Honorary Members shall not have the right to vote or hold office and not be assessed dues.
6. For the purposes of membership, the family comprises of self, spouse with/without their children under the age of nineteen at the time of application for membership.

Article IV: DUES AND CONTRIBUTIONS

1. The annual dues for the Corporation shall be set each year by the Board of Directors and will be approved by a majority vote of those Directors. The Board of Directors may set classifications and amounts for the annual dues. There shall be no refunds of dues at any time.
2. Any member who shall be in arrears in the payment of the dues for a period of 30 days shall be ineligible to vote at any meeting until such arrears have been fully paid.
3. Contributions and/ or donations may be accepted by the Corporation, to be used by the Corporation for its basic policies.
4. Contributions once received from the donor will not be refunded at any time except when required by

the law.

5. Corporation at its discretion may allocate funds into different sub-ledgers and may transfer funds within sub-ledgers with the approval of Board of Directors.

Article V: FISCAL YEAR

The fiscal year of the corporation shall commence on January 1st and end on December 31st.

Article VI: MEETINGS OF MEMBERS

1. The annual meeting for the election of Directors (minimum of three) of this corporation shall be set by the Board of Directors within 90 days of the end of the fiscal year.
2. The President or the Board of Directors can schedule periodic meetings of the general membership. Once such schedule has been set, no new notices shall be required.
3. The voting at all general meeting will be based on the simple majority vote by members who are present.

Article VII: ELECTIONS

1. The Board of Directors shall appoint a nomination committee 45 days prior to the election. It shall consist of two Board Members and one other member who is in good standing. They shall be charged with presenting a slate of Board of Directors at the general meeting.
2. A general member on the nominating committee shall not be eligible for a position as a Board of Director (unless nominated from the floor).
3. Only Life Members shall hold Board of Director office. For avoidance of doubt, Annual Members shall not hold Board of Director office.
4. A slate of Board of Directors shall be presented to the membership, in writing, at the annual general meeting. The chairperson of the nominating committee shall conduct the election.
5. Any position shall be opened to nominations from the membership prior to or at the annual general meeting as addition to the nominating committee's selection. Any nomination from the general membership will be allowed as long as (A) It has the approval of the nominee and (B) The President is given 5 days written notice.
6. Written or Electronic ballots shall be used for the election of the Board of Directors in case of contest.
7. The Officers of the Corporation shall be elected annually from the Board of Directors at the regular meeting of the Board of Directors. If the election of Officers shall not be held at such meeting, such election be held as soon thereafter as convenient. New offices may be created and filled at any meeting of the Board of Directors. Each officer shall hold offices until his/her successor shall have been duly elected and shall have qualified. No officer shall hold office for a term exceeding three (3) years unless reelected again.
8. Unless warranted by documented extreme circumstances, Election process should assure that not more than one-half (1/2) of the Board of Directors are new in a single year.
9. Board of Directors should make every attempt to maintain continuity in the Board administrative tasks, while maintaining influx of new talent as Directors. Board should inject new members via fresh election / nomination every year.
10. If Board of Directors find that all Board Members tenure will end at the same time (for example when a new Board is formed with all new Directors), then two Directors should resign every year to allow new members to join and maintain half the Board to have more than one year experience at any given time. The selection of two Directors for resignation should be done in the following order: a) voluntary self-nomination, b) voting between Board of Directors on individuals, c) forced nomination of the longest tenured (in years) Director, and d) random selection where all Directors are equally probable for

resignation.

Article VIII: TRUSTEES

1. Board of Directors will appoint one to five Trustees at their discretion to provide the long term direction to the Corporation for a duration of three years.
2. Trustee's shall have no official or unofficial power over the Corporation but will act as mentors and guides to the Board of Directors.

Article IX: DIRECTORS

1. The affairs and business of this corporation shall be managed by the Board of Directors. The number of Directors shall be eleven (11). The Board of Directors may increase or decrease the number of Directors from time to time but at no time shall the number of Directors be less than three (3).
2. In the event of a midterm vacancy occurring on the Board of Directors, a replacement shall serve for the remainder of the un-expired term. The appointment must be approved by two-thirds vote of the Board Members present at any regular meeting of the Board.
3. Any Director, who downgrades the ethical value of the Corporation or isn't able to perform his/her duties or doesn't attend 50% of the Board Meetings in continuous six months or fails to perform in the interest of the Corporation can be removed by two-thirds (2/3) vote (excluding the Director for whom the vote is taken) of the Board of Directors.
4. Board of Directors shall always work in voluntary role and shall be never paid for their duties.

Article X: OFFICERS

1. The Officers of this corporation shall be: One President, One of more Vice Presidents (the number thereof to be determined by the Board of Directors), a Secretary and Treasurer. Any two or more Offices may be held by the same person except the offices of President and Secretary shall not be held by the same person.
2. President will have a veto to break the tie in any Board of Directors meeting.
3. The Board of Directors can determine to change the titles of Officers (for example President could be changed to Managing Director) from time to time but a minimum of two Officers must be selected in the Board of Directors.
4. The Board of Directors at their discretion can add more Officers to the Corporation.
5. The Board of Directors at their discretion can add paid employees for administrative tasks of the Corporation. Such employees of the Corporation will be given titles (such as Accountant, Clerk, and Fund Raiser etc.).

Article XI: COMMITTEES

1. The Board of Directors shall create such committees and appoint such committee chairperson as required from time to time for special projects. The Board of Directors shall define the purpose of such committee created, specify their tenure and receive periodic progress reports from the committee chairperson at the periodic Board meetings.
2. The Board of Directors may decide to create a new JSS Community Center Committee (JCCC) for development and maintenance of JSS Community Center (JCC). JCCC shall not be governed by the Board of Directors and shall always uphold JCC interests. JCCC will be directly answerable to Members and shall have full authority over strategy and execution of JCC based on guided vision set during initialization of JCCC. JCCC shall use Development Funds of the Corporation to meet its objectives. This fund shall be maintained by the Board of Directors of the Corporation.

Article XII: BANKACCOUNTS AND PETTY CASH FUND

1. The Corporation shall keep its funds in an authorized bank, except a sum of one thousand dollars (\$1,000) petty cash to pay minor expenses. The actual amount of the petty cash will be determined by the Directors from time to time. The petty cash will be in the custody of the Treasurer or any other person designated by the Board of Directors.
2. All checks above Two thousand five hundred (\$2,500) shall require two authorized signatures. Authorized signatories shall be the post holders (for example President, Vice President, Secretary and Treasurer). Board must approve any payment over One thousand (\$1,000).
3. All the funds (revenue/profit) of the Jain Society shall be solely used to promote the objectives of the Corporation.
4. Upon dissolution of the Corporation, the assets of the Corporation shall be donated to organization(s) with similar objectives as Corporation, subject to the approval of the general body.

Article XIV: DONATIONS TO OTHER ORGANIZATIONS

1. The Corporation shall limit giving grants or donations to other organizations
2. With Board of Directors approval, Corporation may decide to give grant to other organizations that have similar objectives. In all such cases:
 - a. Corporation shall prefer local organizations having positive impact in Washington followed by National organizations in the USA
 - b. Corporation shall follow Office of Foreign Assets Control (OFAC) procedure that involves looking up the individuals and / or organizations (including their staff and Board Members on website) and cross referencing them against the Specially Designated Nationals (SDN) List published by OFAC. The full SDN lists are available at: <http://www.treasury.gov/resource-center/sanctions/SDN-List/Pages/default.asp>
 - c. Corporation shall retain copy of all such donations.

Article XV: AMENDMENTS

1. The Bylaws of this Corporation may be amended or revised by a three-fourths votes of all members present at any annual, general, regular, or special meeting, provided 5 days' notice of the proposed amendment is given to all members.

Article XVI: MISCELLANEOUS

1. No alcoholic beverages and/or non-vegetarian food shall be allowed in any program of the Corporation.
2. Equipment, property or utensils of the Corporation may be rented to a member of the Corporation or to other organization for a fee set by the Board of Directors.
3. The Corporation will never proselytize anyone to follow Jainism.
4. The Corporation will not discriminate or harass anyone with regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.
5. In an event of lack of unanimity, conflict/dispute of any matter or any nature shall be referred to the Board of Directors.