

THE JAIN SOCIETY OF GREATER ATLANTA

CONSTITUTION

AND

BY-LAWS

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JAIN SOCIETY OF GREATER ATLANTA CONSTITUTION AND BY-LAWS

PREFACE

CONSTITUTION:

The constitution of the Jain Society of Greater Atlanta sets forth the basic purposes, standards, and philosophies of The Society.

It is the property of the membership, enabling them to direct and control all aspects of The Society's operations through elected officers.

The constitution can be amended only by the membership under formal procedures.

BY-LAWS:

The By-Laws of the Jain Society of Greater Atlanta serve as the operating policies and rules of The Society, and are used in its best interest by the officers for the management and administration of The Society's business.

The By-Laws can be created or amended only by the membership under formal procedures. However, they shall in no way be used to amend or supersede the constitution.

In case of conflict, the constitution shall have the precedence.

APPROVAL AND ACCEPTANCE OF CONSTITUTION & BY-LAWS

The Constitution and Bylaws set-forth here-in-after were approved and accepted by the General Membership of the Jain Society of Greater Atlanta, in a General Body Meeting held on February 7, 1993 at Gujarati Samaj Hall in Stone Mountain, Ga

JAIN SOCIETY OF GREATER ATLANTA CONSTITUTION AND BY-LAWS

PART I: CONSTITUTION

ARTICLE I

NAME AND ADDRESS

Section 1. Name:

The name of the organization shall be " THE JAIN SOCIETY OF GREATER ATLANTA", hereinafter referred to as "The Society".

Section 2. Address:

The principal location of The Society shall be in the metropolitan Atlanta, Georgia.

JAIN SOCIETY OF GREATER ATLANTA

PART I: CONSTITUTION

ARTICLE II

OBJECTIVES

Section 1. Objectives:

The objectives of The Society shall be as follows:

1. To promote understanding of the Jain religion and its scriptures.
2. To promote the practice of Jainism and its philosophy.
3. To celebrate auspicious Jain events and festivals.
4. To promote, develop and implement programs and practices that will strengthen Jain heritage.
5. To establish and manage a Jain Temple in Greater Atlanta.

Section 2. Activity Restrictions:

The Society shall be non-profit, non-political and charitable organization. It shall not support those activities which are viewed against the Jain practices.

Section 3. Incorporation:

The Society shall be incorporated as a non-profit organization under the laws of the State of Georgia, U.S.A.

JAIN SOCIETY OF GREATER ATLANTA

PART I: CONSTITUTION

ARTICLE III

MEMBERSHIP

Section 1. Eligibility:

Any person who is interested in the Jain religion shall be eligible for membership in The Society. Such a person shall become a member upon the approval of his/her application for membership by the Executive Committee.

Section 2. Classification, Privileges and Dues:

Collectively all members, here-in-after shall be referred to as The Membership or The General Body. Classification of membership with respective voting privileges and annual dues shall be determined by the Executive committee as provided in By-Laws.

Section 3. Resignation:

Failure to pay dues as provided in the By-Laws shall constitute resignation from the Society. Exceptions must be submitted to the Executive Committee for consideration.

Section 4. Termination:

Membership of a member, may be terminated by the Membership at a General Body Meeting following the procedure prescribed in the By-Laws.

JAIN SOCIETY OF GREATER ATLANTA

PART I: CONSTITUTION

ARTICLE IV

MEETINGS

Section 1. Annual Meeting:

Each year, with due notice to all members, the Executive Committee shall hold an Annual Meeting for the transaction of business and election of the new Executive Committee members, at a time and place scheduled by the Executive Committee.

Section 2. General Body Meeting:

- a. General Body Meetings of the entire membership may be called by the Executive Committee, as required, at its own motion.
- b. The Executive Committee must call a General Body Meeting upon request by the majority of members of any Trust Committee. Establishment of Trust Committees is covered in Article VII.
- c. The Executive Committee must call a General Body Meeting upon the written request made by ten percent (10%) of the membership.

Section 3. Quorum Requirement:

The quorum required for any meeting, must be met prior to voting or making any resolutions.

Section 4. Notice and Quorum for Annual and General Body Meetings:

- a. The Executive Committee shall schedule Annual and General Body Meetings, and shall provide due notice (stating time and place) to the entire Membership.
- b. At the Annual and General Body Meetings, one-fifth (1/5) of the entire membership shall constitute a quorum. A quorum of more than one-fifth may be prescribed in By-Laws.

JAIN SOCIETY OF GREATER ATLANTA

PART I: CONSTITUTION

Section 5. Executive Committee Meeting:

The Executive Committee shall meet at least once in three months, and shall schedule the time and place as it deems appropriate.

Section 6. Quorum for Executive Committee Meeting:

At any meeting of the Executive Committee, one-half (1/2) of the Executive Committee members shall constitute a quorum.

Section 7. Minutes of the Meetings:

The Executive Committee shall maintain a record of the Minutes of all meetings and shall make them available for viewing to any eligible member of The Society upon request.

JAIN SOCIETY OF GREATER ATLANTA

PART I: CONSTITUTION

ARTICLE V

THE EXECUTIVE COMMITTEE

Section 1. Policy Making Body:

The policy making body of The Society shall be an Executive Committee.

Section 2. Executive Committee:

An Executive Committee shall consist of at least three (3) members namely, one President, one Treasurer and one Secretary elected by the Membership. In addition to these members, one Vice-President, one Educational & Youth Secretary, one or more Executive Member, and one or more trustee from each of the Trust Committees, as provided in the By-Laws, shall also become the members of the Executive Committee upon election by the Membership.

Section 3. Officers of The Society:

Out of the members of the Executive Committee, the President, Vice-President, Treasurer, General Secretary and an additional Secretary shall be designated as officers of The Society.

Section 4. Eligibility and Duties:

- a. All members of the Executive Committee and Trust Committees shall be members of The Society. Other eligibility requirements and duties shall be prescribed in the By-Laws.
- b. The President shall be the chief executive of The Society, shall act as chairperson of membership meetings, shall appoint Trust Committees with the approval of The Membership at a General Body Meeting, shall be an ex-officio member of all Trust Committee, and shall call special meetings. The President shall implement the resolutions of Society's business meetings. He/she is also responsible for submitting a report at the Annual Meeting,

JAIN SOCIETY OF GREATER ATLANTA

PART I: CONSTITUTION

on the operation of The Society, including the financial statement in cooperation with the Treasurer. The President, while providing leadership, shall foster team spirit among the members of the Executive Committee.

- c. The Vice-President shall succeed to the office of the President automatically, in case of a vacancy, and shall perform the duties of the President in case of his absence or disability.
- d. The Treasurer shall be responsible for keeping accounts of the receipts and disbursements and for safekeeping of all assets, including all respective Society Funds. He/she shall sign checks for disbursements of The Society funds with the approval of the President or for disbursement of the respective Society funds with the approval of the Chairperson of the respective Trust. The Treasurer shall regularly report the financial condition of The Society to the Executive Committee and shall prepare statement for the Annual Meeting.
- e. The General Secretary shall be responsible for maintaining the membership list. He/she shall keep and distribute minutes of the meetings to the Executive Committee. He/she shall also submit a report, approved by the Executive Committee, on the activities of The Society to the membership.
- f. The Education and Youth Secretary shall be responsible for developing and organizing the activities for the younger generation. He/she shall be responsible for coordinating supports needed for a Jain Religion school and other educational programs. He/she shall also facilitate the youths in interacting with Jain youth groups in other areas nation-wide and develop programs for presentation in Jain conventions held at regional, national and international levels.
- h. The Executive Member(s) shall actively support the functions of the Executive Committee.
- i. An Executive Trustee shall act as a representative of his/her Trust Committee

JAIN SOCIETY OF GREATER ATLANTA

PART I: CONSTITUTION

established by The Membership in a General Body Meeting. He/she shall review the operation and financial status of the Trust Committee, present its concerns and needs at the Executive Committee meetings, and provide constructive guidance to the Executive Committee so that its decisions may not adversely affect the functioning and charters of his/her Trust Committee.

Section 5. Compensation:

All members of the Executive Committee will serve without any kind of compensation.

Section 6. Removal:

If, in the opinion of a majority of the Executive Committee members, an individual member has not carried out his/her designated duties as defined in this section and in the By-Laws, he/she may be removed from the office by following a procedure given in By-Laws.

JAIN SOCIETY OF GREATER ATLANTA

PART I: CONSTITUTION

ARTICLE VI

ELECTION

Section 1. Term:

The term of all members of the Executive Committee shall be one year.

Section 2. Nomination Committee:

In order to facilitate the election process, the executive committee may form a nomination committee as prescribed in By-Laws. The role of the nomination committee shall be advisory only.

Section 3. Election:

- a. At the annual meeting, all members of the Executive Committee, excepting the appointees from the Trust Committees, shall be elected by all eligible members following the procedure prescribed in the By-Laws.
- b. No member, at a time, shall hold more than one office in the Executive Committee.

Section 4. Re-election:

Re-election of the president for consecutive full one-year terms shall be limited as prescribed in the By-Laws.

Section 5. Vacancies:

Vacancies in the Executive Committee caused by resignation, re-assignment, removal or death shall be filled by appointment with the approval of the remaining Executive Committee members.

JAIN SOCIETY OF GREATER ATLANTA

PART I: CONSTITUTION

ARTICLE VII

ANNUAL BUDGET AND REAL ESTATE

Section 1. Annual Budget:

At the first general body meeting following the election of the Executive Committee, as provided in Article VI of the Constitution, the budget shall be presented to the general body for its approval. There-after the Executive Committee shall decide ways and means of spending The Society funds, staying with in the general provisions of the articles of the budget approved by the general body. The Executive Committee shall authorize the treasurer to invest the Society funds in a most beneficial way and appropriate with the current and future needs of The Society. The investment should fall with in the general guidelines provided in the budget approved by the membership body.

Section 2. Real Estate:

Before any contract for the lease, purchase, sale or alienation of real estate by or for The Society shall be entered into, the Executive Committee shall ascertain all of the relevant material facts and submit them to The Membership at a General Body Meeting. At the meeting, a resolution must be adopted by a two-thirds (2/3) majority vote, in that resolution the necessary provisions for the financial obligations incurred, shall be included.

JAIN SOCIETY OF GREATER ATLANTA

PART I: CONSTITUTION

ARTICLE VIII

TRUST COMMITTEES

Section 1. Purpose:

Trust Committees shall be established by The Membership at a General Body Meeting, to support the attainment of the objectives of The Society.

Section 2. Sub-Committee for Formation of a Trust:

- a. The Executive Committee shall appoint a Sub-Committee consisting of at least three members of The Society. The Executive Committee shall determine, if the Sub-Committee members require any special qualifications.
- b. The role of the Sub-Committee shall be to prepare By-Laws, including the guidelines provided in this Article VII, for governing of the Trust.
- c. The By-Laws for a Trust shall define goals, funding, structure of the Trust Committee to be formed, election process of Trustees, eligibility and duties of the Trustees, and operation and termination of the Trust Committee.
- d. The Sub-Committee, with the consent of Executive Committee, shall present the proposed By-Laws to The Membership for their approval with a two-third majority vote at a duly held General Body Meeting of The Society.

Section 3. Structure and Operation:

A Trust Committee shall consist of at least three (3) Trustees and at least one member of the Executive Committee. All Trustees, with qualifications prescribed in By-Laws, shall be elected by the Membership. All elected Trustees including the representative(s) of the Executive Committee, shall have equal voting right. Trust Committees shall operate in accordance with their respective By-Laws duly approved by the Membership.

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PART I: CONSTITUTION

Section 4. Replacement of Trust Committee Members:

Each year, at least one of the elected Trustees must be replaced with a newly elected Trustee. No Trustee shall be re-elected for a consecutive term.

Section 5. Annual Report:

Each Trust Committee must present its activity to The Membership at a General Body Meeting at least once a year.

Section 6. Trust Committee Meeting:

The Trust Committee shall meet at least once in four months at such a time and place as the Committee deems appropriate.

Section 7. Quorum for Meetings:

The presence of three Trustees, with or without including the trustee representing the Executive Committee, or fifty percent (50%) members of the Trust Committee, whichever is greater, shall constitute a quorum.

Section 8. Compensation:

All members of the Trust Committee will serve without any kind of compensation.

Section 9. Removal of a Trustee:

If, in the opinion of a two-third ($2/3^{\text{rd}}$) majority of the Trust Committee members, an individual member has not carried out his/her designated duties as defined in the By-Laws, he/she may be removed from the office with the approval of The Membership at a duly held General Body Meeting.

JAIN SOCIETY OF GREATER ATLANTA

PART I: CONSTITUTION

ARTICLE IX

AMENDMENTS

Section 1. Proposal for Amendments:

Amendments must be proposed in writing with the signed petition of at least ten members, and presented to the Executive Committee.

Section 2. Notification for Voting:

Notification of the voting on proposed amendments must be given to the entire membership at least 21 days in advance to the vote by the General Secretary or the President.

Section 3. Approval of Amendments:

The constitution may be amended by a two-third (2/3) majority vote of the members at a General Body Meeting called by the Executive Committee.

JAIN SOCIETY OF GREATER ATLANTA
PART I: CONSTITUTION

ARTICLE X

DISSOLUTION

Section 1. Dissolution:

In the event of unforeseen situations where the dissolution of The Society become imminent, or on the request of three-fourths (3/4) of the members should it be decided to dissolve the organization, all the funds at hand after paying all outstanding bills shall be donated to one or more non-profit organizations.

Section 2. Beneficiary of Funds:

In the event of imminent dissolution of The Society, the Executive Committee, with the approval of The Membership, shall determine the beneficiary organizations to whom the funds will be donated.

JAIN SOCIETY OF GREATER ATLANTA

PART I: CONSTITUTION

ARTICLE XI

INTERPRETATION

Section 1. Interpretation:

If a conflict arises in the interpretation of the Constitution and By-Laws, then the ambiguity could be resolved by keeping the interest of The Society as the top-most priority and down playing any individual differences, interests and/or referring to the Executive Committee.

Section 2. Robert's Rule:

Except as otherwise provided in the Constitution and By-Laws, all questions of parliamentary procedures relative to The Society shall be governed by the latest edition of the Robert's Rule of Order.

JAIN SOCIETY OF GREATER ATLANTA

PART I: CONSTITUTION

ARTICLE XII

BY - LAWS

Section 1: Purpose:

The By-Laws of the Jain Society of Greater Atlanta, described in the second part of this Constitution and approved along with this Constitution by the Membership, shall serve as the operating policies and rules of The Society. They shall be used in the best interest of The Society, by the officers for the management and administration of The Society's business.

Section 2: Creation and Amendments:

The By-Laws can be created or amended only by the membership under formal procedures described in Article X of the By-Laws. However, they shall in no way, be used to amend or supersede the constitution. In case of conflict, the constitution shall have precedence.

END OF PART I: CONSTITUTION

JAIN SOCIETY OF GREATER ATLANTA

PART II: BY-LAWS

PART II: BY - LAWS

ARTICLE I

ADDRESS OF THE SOCIETY

Section 1. Address:

The registered address of The Society shall be:
1441 West Rock Court, Stone Mountain, GA 30088

Section 2. Change of Address:

Any change in the address of The Society shall be made with approval of the Executive Committee.

JAIN SOCIETY OF GREATER ATLANTA

PART II: BY-LAWS

ARTICLE II

MEMBERSHIP

Section 1. Eligibility:

Any person of 18 years of age or above, who is either Jain by religion or who is interested in Jain religion, shall be eligible for membership in The Society. Such a person shall become a member upon the approval of his/her application for membership, by a majority vote of the Executive Committee and payment of the annual membership dues. The Executive Committee shall not approve an application unless the applicant is judged to be of good moral character. The Executive Committee shall announce acceptance of new memberships in the subsequent Society meeting.

Section 2. Termination:

The membership of a member may be terminated by the Executive Committee with a majority vote of the members at a duly held General Body Meeting. Gross and conspicuous misconduct, found by the Executive Committee to have been committed, shall be sufficient ground for termination of membership.

Section 3. Classification and Privileges:

- a. For simplicity in accurate counting of votes and establishing quorum in General Body meetings, all members shall be classified in one category as The Society Members. Each eligible member shall have the right to attend The Society meetings, vote and hold an office.
- b. The parents, spouse, children and other dependents of a member, shall enjoy the privileges and facilities of The Society. However, those who are not enrolled as members of The Society, on an individual basis, shall not have the right to vote or hold an office.

JAIN SOCIETY OF GREATER ATLANTA
PART II: BY-LAWS

ARTICLE III

ANNUAL DUES

Section 1. Annual Dues:

The Executive Committee, with the approval of the Membership, shall establish annual membership dues, equal for each member. A member may voluntarily contribute more than his/her fixed dues and fees.

Section 2. Family Privilege Fees:

In addition to the membership dues, the Executive Committee, with the approval of the Membership, may also establish fees, for privileges to the families and dependents of the members.

Section 3. Due Dates for Dues Payment:

The annual dues and fees shall be arranged to be payable at the beginning of the fiscal year unless determined otherwise by the Executive Committee.

Section 4. Suspension for Non-payment:

A member may be suspended for non-payment of dues and/or fees. Neither suspension, expulsion, nor resignation shall cancel a member's obligation to pay accrued dues or fees.

Section 5. Abolition of Dues:

The Executive Committee, in its discretion, may abolish fixed dues making all dues voluntary.

Section 6. Acceptance of Donations:

Donations or gifts may be accepted from members and non-members only to fulfill the objectives of The Society mentioned in the Constitution.

JAIN SOCIETY OF GREATER ATLANTA

PART II: BY-LAWS

ARTICLE IV

MEETINGS

Section 1. Scheduling Society Meetings:

All meetings of The Society, including regular meetings for the purpose of pooja, festival celebration, lectures or any other program shall be scheduled with the approval of the Executive Committee.

Section 2. General Body Meeting:

- a. A General Body Meeting of The Society may be called by the Executive Committee at its own motion and also, be called by the Executive Committee on the written request of the ten percent (10%) of the membership.
- b. The date, time and place of the General Body Meetings, shall be determined by the Executive Committee. The General Secretary shall give a written notification for calling a General Body Meeting, at least 15 days in advance, to all members along with an agenda and proxy ballot(s).
- c. At least two (2) members of the Executive Committee must be present in any General Body Meeting. The first named of the following, who is present, shall preside over such meetings: The President, the Vice-President, the Treasurer, the General Secretary or the Education & Youth Secretary. The presiding officer shall verify the quorum, receive the votes, be judge of the qualifications of the voters, and declare the result of the votes casted on any matter.

Section 3. Quorums for the Annual Meeting and General Body Meetings:

- a. At General body and Annual meetings, only eligible members shall be qualified members. Twenty five percent (25%) of qualified voters shall constitute a quorum.

JAIN SOCIETY OF GREATER ATLANTA

PART II: BY-LAWS

- b. An eligible member, if absent, may choose to vote by proxy. However, he/she shall indicate on the proxy for his/her vote to be counted for the agenda matters only or for all matters taken on the floor. A quorum of at least twenty five (25%) eligible members, including proxy votes, must be present at the meeting prior to voting for each resolution.
- c. The action of the meeting upon any matter or question shall be decided by a simple majority of the qualified members voting thereon, a quorum being present, except matters to act upon which the vote of more than that of a simple majority are, by special provision of law or of the By-Laws, made requisite.

Section 4. Annual Meeting:

- a. The time and date of the Annual Meeting, during the fourth quarter of the calendar year (October-December), shall be determined by the Executive Committee and announced in writing at least 30 days in advance.
- b. At the annual meeting of The Society, reports shall be submitted by the President and the Treasurer. Any Sub-Committee or Trust Committee may also present their reports.
- c. At the Annual Meeting, the elections of the Officers and two Executive Members for the new Executive Committee will be held in accordance with the provisions set-forth here-in-after.

Section 5. Executive Committee Meeting:

The Executive Committee shall meet at least once in three months, and shall schedule the time and place as it deems appropriate. The Executive Committee shall make Minutes of the meetings available to eligible members of The Society upon request.

Section 6. Quorum for Executive Committee Meeting:

At any meeting of the Executive Committee, one-half (1/2) of the number of the Executive Committee members, with the presence of at least two Officers, shall constitute a quorum.

JAIN SOCIETY OF GREATER ATLANTA

PART II: BY-LAWS

ARTICLE V

THE EXECUTIVE COMMITTEE

Section 1. Structure:

The policy making body of The Society shall be an Executive Committee consisted of one President, one Vice-President, one Treasurer, one Secretary, one Education & Youth Secretary, two elected Executive Members and one trustee from each of the Trust Committees when established with the approval of The Membership.

Section 2. Voting Rights:

All members of the Executive Committee shall have equal voting right.

Section 3. Duties of Executive Committee:

The Executive Committee shall supervise, control and direct the affairs of The Society, shall determine its policies or changes therein, with in the limits of the Constitution and By-Laws, shall actively pursue its objectives, and shall have discretion in the disbursement of its funds. The Executive Committee shall also perform the following duties:

- a. Recommend policy for The Society and maintain By-Laws. All recommendations to change By-Laws must be reviewed, and ratified by the Executive Committee.
- b. Maintain the non-profit and non-political character of The Society and ensure timely filing of Tax>Returns required by the local, state or federal laws.
- c. Convene the first general body meeting with in 90 days after the election and present the budget for the approval by the membership.
- d. Set immediate goals for the calendar year and long-range goals and plans for future growth

JAIN SOCIETY OF GREATER ATLANTA

PART II: BY-LAWS

and development.

- e. Conduct Annual Meeting and General Body Meetings, and conduct elections for the succeeding Executive Committee and trustees for Trust Committees with in the guidance of respective By-Laws.
- f. Approve agenda, format and content of The Society meetings.
- g. Establish and support Trust Committees for specific projects and other Sub-Committees for organizational activities. Also, evaluate their value and need to continue.
- h. Exchange information and may develop joint programs with other groups in local community that espouse to principles which are fundamental to the objectives of The Society.
- i. Communicate with Jain Associations at national and international levels such as, Federation of JAINA (Jain Associations in North America), and also with Jain Centers in other areas outside Atlanta.
- j. Support publication of a newsletter as a effective tool for communication with the membership at large and more importantly with the younger generation.
- k. Develop awareness of the issues and needs of the Jain community while blending with the American culture and life-styles.

Section 4. Eligibility:

- a. All nominees or candidates for the Executive and Trust Committees must be members of The Society.
- b. An Officer of The Society must have been a member of The Society for at least six months prior to assuming the office.

Section 5. Removal of Executive Committee Members:

If, the two-thirds (2/3) majority of the Executive Committee members decide to remove an Executive

JAIN SOCIETY OF GREATER ATLANTA

PART II: BY-LAWS

Committee member from the Executive Committee, the Executive Committee may proceed to seek approval of The Membership in a formal General Body Meeting.

Section 6. Duties of Executive Committee Members:

Duties of all members of the Executive Committee, in addition to those outlined in the Constitution, shall be determined by the Executive Committee collectively. However, the duties mentioned below may be used as a guideline:

a. The President:

The President shall be the chief executive of The Society, shall act as chairman of membership meetings, shall appoint Trust Committees with the approval of membership, shall be an ex-officio member of all Trust Committees, shall call special meetings, and shall sign legal documents and checks for disbursement of The Society funds. The President shall implement the resolutions of Society's meetings. He/she is also responsible for submitting a report at the Annual Meeting, on the operation of The Society, including the financial statement in cooperation with the Treasurer. The President shall inspire and foster team spirit among the members of the Executive Committee. He/she shall actively support and facilitate other Executive Committee members, trustees and volunteering members in successful completion of programs undertaken by them or delegated to them.

b. The Vice-President:

The Vice-President shall automatically succeed to the office of the President in case of a vacancy, and shall perform the duties of the President in case of his/her absence or disability. The Vice-President shall actively support in activities of all other officers, and carry out the responsibilities delegated to him/her by the President. The Vice-President shall brainstorm and develop long range plans, and suggest and implement improvements in the on-going programs of The Society. He/she shall support in facilitation of guests from outside Atlanta area and in cultural/religious programs. He/she shall continuously identify talents of the local community members and develop programs with the approval of the Executive Committee.

JAIN SOCIETY OF GREATER ATLANTA

PART II: BY-LAWS

c. The Treasurer:

The Treasurer, in the absence of the President and Vice-President, shall assume all the responsibilities of the President. Subject to the approval of the Executive Committee, he/she shall select the bank(s) for the deposit of The Society funds. The Treasurer shall collect all dues and fees and shall be the custodian of all funds of The Society, including any collected by other members of the Executive Committee. The Treasurer shall be responsible for keeping accounts of the receipts and disbursements and for safekeeping of all assets. He/She shall be the disbursing agent of The Society, including Trust funds, preparing and signing checks, as authorized by the Executive Committee for the President's counter signature. The Treasurer shall report the financial condition of The Society regularly to the Executive Committee and prepare statement for the Annual Meeting. The Treasurer shall facilitate an audit by independent auditors or by the audit committee if directed by the Executive Committee. The Treasurer shall participate actively in the fund raising efforts for general activities and as well as for specific projects.

d. The General-Secretary:

The General Secretary shall be responsible for maintaining the membership list and seek approval of new members by the Executive Committee. He/she shall be responsible for providing facilities such as, place, audio-visual systems, prayer books, seating arrangements etc., for meetings; and send agenda and notices of the programs, pooja meetings, business meetings and any special meetings. The General Secretary shall keep and distribute minutes of the meetings to the Executive Committee. The General Secretary shall submit a report, approved by the Executive Committee on the activities of The Society to the membership. He/she shall be responsible for coordinating activities for religious and cultural programs, annual picnic, and facilitate guest speakers and religious leaders visiting from outside Atlanta area in cooperation with the Vice-President.

JAIN SOCIETY OF GREATER ATLANTA

PART II: BY-LAWS

e. The Education & Youth Secretary:

The Education and Youth Secretary shall be responsible for developing and supporting the management of Youth Club activities. He/she shall be responsible for coordination of arrangements for religious school and camp for children and young adults. The Education and Youth Secretary shall actively pursue in translating educational material and lectures of guest speakers and in carrying out programs in locally spoken language, i.e, american english, that will help the youth in developing a better understanding of the principles and create keen interest in practices of Jainism. He/she shall facilitate youth in interacting with Jain youth groups in other areas nation-wide and prepare programs for presentation in Jain conventions held at regional, national and international levels.

g. The Executive Member(s):

The Executive Member(s) shall actively support the functions of the Executive Committee in general. Each Executive Member might undertake to carry out projects valuable to The Society, with the approval of the Executive Committee. Additional responsibilities of the Executive member(s) shall be determined by the Executive Committee.

h. The Executive Trustee(s):

An Executive Trustee shall act as a representative of the his/her Trust Committee established by The Membership in a General Body Meeting. He/she shall review the operation and financial status of the Trust Committee and present its concerns and needs at the Executive Committee meetings. The Executive Trustee shall actively participate in the planning, program developments and all discussions at the Executive Committee meetings, and also provide constructive input, particularly on matters where decisions of the Executive Committee may adversely affect the functioning and charters of his/her Trust Committee. Overall, he/she shall act as a communication link between the two Committees.

JAIN SOCIETY OF GREATER ATLANTA

PART II: BY-LAWS

ARTICLE VI

ELECTION

Section 1. Election of Executive Committee:

- a. At the Annual Meeting held during the fourth quarter of the calendar year, eligible members shall elect one President, one Vice-President, one Treasurer, one General Secretary, one Education & Youth Secretary, and two Executive Members, by secret ballots. As provided in Section 3 below, the President shall appoint a Nomination Committee or an Election Officer.
- b. The newly elected Executive Committee shall make appointments for any un-filled position by a majority vote of the Executive Committee members, and approval of the Membership.

Section 2. Term of Executive Committee:

- a. The term of all members of the executive committee shall be one year.
- b. The newly formed Executive Committee shall immediately begin participating with the outgoing Executive Committee members and assume office during January of the following calendar year.

Section 3. Nomination Committee and Election Officer:

- a. In order to facilitate election process, the President, with the consent of the Executive Committee, shall appoint a nomination committee consisted of at least three members. Though not mandatory, the nomination committee should be appointed preferably, more than six (6) weeks prior to the scheduled election date.
- b. The Committee shall seek nominations suggested by the members, seek consent of the proposed nominees and prepare a list of nominated candidates which must be open to all members

JAIN SOCIETY OF GREATER ATLANTA

PART II: BY-LAWS

during a 7-day period prior to the day of election at the Annual Meeting. The role of the committee shall be advisory only.

- c. The Chairperson of the Nomination Committee, chosen by the members of the Nomination Committee, shall act as the Election Officer. Additional nominations shall be taken from the floor. Election shall be held for positions where more than one candidates are contesting. Contesting candidates if absent at the time of the election, must submit their acceptance in writing, with the Election Officer.

Section 4. Re-election of President:

The President shall be eligible to serve for no more than two (2) consecutive full one-year terms.

Section 5. Vacancies in Executive Committee:

Vacancies in the executive committee caused by resignation, re-assignment, removal or death shall be filled by appointment with the approval of the remaining executive members, and seek approval of The Membership at a duly held General Body Meeting.

JAIN SOCIETY OF GREATER ATLANTA

PART II: BY-LAWS

ARTICLE VII

TEMPLE TRUST COMMITTEE

Section 1. Purpose and Preliminary Requirements:

- a. The Executive Committee shall appoint an ad-hoc Sub-Committee for the establishment of a Jain Temple upon fulfilling the following two conditions:
 - i. A minimum ten percent (10%) of the projected cost for building a Temple or twenty five thousand dollars (\$25,000.00) in combined pledges from the members of The Society must be received in writing.
 - ii. At least three (3) members of The Society, with no immediate family relationship between them, must have individually pledged a minimum of five thousand dollars (\$5000.00)
- b. The Executive Committee may determine to receive a part of each pledge as cash, that would be deposited in an escrow fund created for the specific purpose of building a Jain Temple.

Section 2. Sub-Committee for Establishing a Trust Committee:

- a. The Executive Committee shall form a Sub-Committee consisting of those members, who have individually made pledges to contribute a minimum \$5,000.00 (five thousand dollars) and deposited the required cash in the escrow fund. The Executive Committee may restrict the maximum number of members in the Sub-Committee. However, a Chairperson of the Sub-Committee shall be appointed by the members among themselves. The role of this Sub-Committee shall be advisory only.
- b. The Sub-Committee shall prepare By-Laws defining goals, funding sources, structure and operation of the Trust Committee, and election procedure, term and duties of the Trustees in

JAIN SOCIETY OF GREATER ATLANTA

PART II: BY-LAWS

accordance with the Article VIII of the Constitution.

Section 3. Approval of By-Laws for Temple Trust:

The Sub-Committee, in cooperation with the Executive Committee, shall seek resolution of the By-Laws prepared by the Sub-Committee, at a duly held General Body Meeting of The Society with a two-thirds majority vote of The Membership .

Section 4. Dissolution of the Sub-Committee:

Upon approval of the new By-Law, following a procedure mentioned in Section 3 above, the Sub-Committee shall be dissolved, and the newly resolved By-Law on the Temple Trust Committee shall become effective immediately.

JAIN SOCIETY OF GREATER ATLANTA
PART II: BY-LAWS

ARTICLE VIII

FISCAL YEAR, AUDIT AND TAX-RETURN

Section 1. Fiscal Year:

The fiscal year of The Society shall be the calendar year beginning January 1 and ending on December 31 each year.

Section 2. Appointment of an Auditor:

A qualified auditor who is not a member of the Executive Committee or any of the Trust Committees, shall be appointed by the Executive Committee to audit The Society books and certify the accounts at end of each fiscal year.

Section 3. Due Date for Audit Report:

The final audited report must be received by the new Executive Committee during the first quarter of the following year who shall present to the Members at the next General Body Meeting.

Section 4. Tax-Return:

The Officers of The Society in the current Executive Committee, who are designated or required to represent The Trust Committee by the Local, State or Federal Laws and Regulations, shall be responsible for filing of the local, State or Federal Income Tax Returns and Property Taxes in due time.

JAIN SOCIETY OF GREATER ATLANTA

PART II: BY-LAWS

ARTICLE IX

AMENDMENTS

Section 1. Proposal for Amendments:

All members shall have the right to propose amendments to the By-Laws, which should be submitted to the Executive Committee. The Executive Committee, after reviewing, shall act on the proposal at the next duly held General Body Meeting with advance notification.

Section 2. Notification for Voting:

Notification of the balloting on proposed amendments must be given to the entire membership at least 15 days in advance of the vote, by the General Secretary or the President.

Section 3. Approval of Amendments:

The By-Laws may be amended by the two-thirds (2/3) majority of the members at the annual meeting or at a duly held general body meeting.

JAIN SOCIETY OF GREATER ATLANTA

PART II: BY-LAWS

ARTICLE X

ADOPTION OF THE CONSTITUTION AND BY-LAWS

Section 1. Approval by Membership:

Upon the approval of the Constitution and the By-Laws by a two-third (2/3) majority of the membership present at a duly held General body Meeting, the current Executive Committee shall adopt the Constitution and By-Laws.

Section 2. Formation of Executive Committee:

Upon approval of the Constitution and Bylaws, the current Executive Committee shall become an "ad-hoc" Executive Committee, who shall be responsible for the election of a new Executive Committee within 60 days.

END OF PART II: BYLAWS

JAIN SOCIETY OF GREATER ATLANTA

PART III: AMENDMENTS

AMENDMENT #1

The following amendments were adopted unanimously by the general body of the Jain Society of Greater Atlanta on May 23, 1993.

1. Constitution Article IV, Section 4 Paragraph b. to read:

" At the annual and general body meetings, one-fifth (1/5) of the entire membership or ten (10) members, whichever is less shall constitute the quorum."

- By-Laws Article IV, Section 3, Paragraph a. to read:

"At general body and annual meetings, only eligible members shall be qualified members. One-fifth of qualified voters or ten qualified voters, whichever is less shall constitute a quorum."

2. The following will be added to Article 2, Section 1, Objective No. 6 of the Constitution: "notwithstanding any other provision of these articles, the purposes for which the association is organized are exclusively religious, charitable, scientific, literary, and educational within the meaning of section 501(c)(3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States Internal Revenue law.
3. The following will be added to Article 2, Section 2 of the Constitution: "notwithstanding any other provision of these articles, this organization shall not carry on any activities not permitted to be carried on by an organization exempt from Federal income tax under section 501(c)(3) of the Internal revenue Code of 1986 or the corresponding provision of any future United States Internal Revenue law."

JAIN SOCIETY OF GREATER ATLANTA

PART III: AMENDMENTS

4. The following will be added to Article X of the constitution:

"Section 3: Upon the dissolution of the corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principle office of the corporation is then located, exclusively for such purposes or to such organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

AMENDMENT #2

June 5, 1994

Overall changes and results from the General Body Meeting of June 5, 1994

A. Membership Dues/Donations:

☒ Family/Life - \$ 25/251 (Selected by 78% of votes)

B. Accounting Period:

☒ Keep the accounting period same as it is. (Selected by 53% of votes)

C. Please select one of the following options for Gheeboli/Fund Raising:

☒ Keep Gheeboli/Fund Raising as it is. (Selected by 67% of votes)

D. All instances of *Jain Temple* shall be changed to *Jain Center*. (Selected by 87% of votes)

E. Part I, Article VI, Section 1 (Rejected by 78% of votes)

The term of all members of the Executive Committee shall be *one year*.

Shall be changed to:

The term of all members of the Executive Committee shall be *two years*.

F. Part I, Article VI, Section 4 (Rejected by 78% of votes)

Re-election of the president for consecutive full *one-year* terms shall be limited as prescribed in the By-Laws.

Shall be changed to:

Re-election of the president for consecutive full *two-year* terms shall be limited as prescribed in the By-Laws.

G. Part I, Article VIII, Section 2 (Approved by 85% of votes)

b. The role of the sub-committee shall be to prepare By-Laws, including the guidelines provided in this *Article VII*, for governing of the Trust.

Shall be changed to:

b. The role of the sub-committee shall be to prepare By-Laws, including the guidelines provided in this *Article VIII*, for governing of the Trust.

H. Part I I, Article V, Section 4 (Rejected by 80% of votes)

Add the following:

c. *Candidate for the President position, must have previously served on the Executive Committee in any position.*

I. Part I I, Article VI, Section 3 (Approved by 84% of votes)

a. In order to facilitate election process, the President, with the consent of the Executive Committee, shall appoint a nomination committee *consisted* of at least three members.

Shall be changed to:

a. In order to facilitate election process, the President, with the consent of the Executive Committee, shall appoint a nomination committee *consisting* of at least three members.

J. Part I I, Article VI, Section 3 (Approved by 51% of votes)

c. The Chairperson of the Nomination Committee, chosen by the members of the Nomination Committee, shall act as the Election Officer. Additional Nominations shall be taken from the floor. Election shall be held for positions where more than one candidates are contesting. Contesting candidates if absent at the time of the election, must submit their acceptance in writing, with the Election Officer.

Shall be changed to:

c. The Chairperson of the Nomination Committee, chosen by the members of the Nomination Committee, shall act as the Election Officer. Additional Nominations shall be taken from the floor, *only if the names are not submitted for any particular position other than that of the President.* Election shall be held for positions where more than one candidates are contesting. Contesting candidates if absent at the time of the election, must submit their acceptance in writing, with the Election Officer.

K. Part I I, Article VII, Section 1 (Approved by 67% of votes)

a. The Executive Committee shall appoint an ad-hoc Sub-Committee for the establishment of a Jain Temple upon fulfilling the following *two conditions*:

- i. A minimum ten percent (10%) of the projected cost for building a Temple or twenty five thousand dollars (\$25,000) in combined pledges from the members of The Society must be received in writing.
- ii. *At least three (3) members of The Society, with no immediate family relationship between them, must have individually pledged a minimum of five thousand dollars (\$5000.00).*

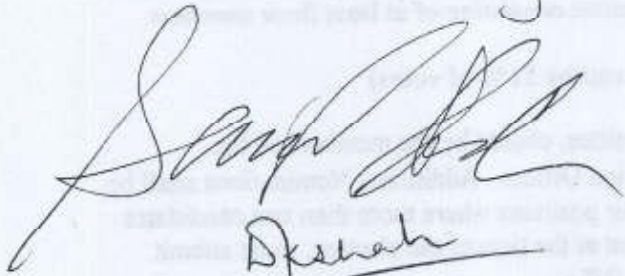
Shall be changed to:

a. The Executive Committee shall appoint an ad-hoc Sub-Committee for the establishment of a Jain Temple upon fulfilling the following condition:

- i. A minimum ten percent (10%) of the projected cost for building a *Center* or twenty five thousand dollars (\$25,000) in combined pledges from the members of The Society must be received in writing.

2-7-97

I hereby agree that this constitution is current based on the previous committee's good will.



Sunit Shah
Deepak Shah

Deepak



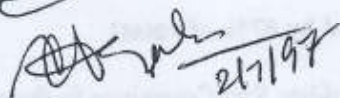
Indravadan Bhavsar

Rajiv Shah

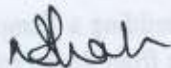
Rajiv Shah



SHIRISH GANDHI


2/7/97

Chetan Gula



MANISH SHAH

The first part of the paper discusses the importance of maintaining accurate records of all transactions. This is essential for ensuring the integrity of the financial system and for providing a clear audit trail. The second part of the paper focuses on the role of the auditor in verifying the accuracy of the records. The auditor must ensure that all transactions are properly recorded and that the records are consistent with the underlying business transactions. The third part of the paper discusses the importance of maintaining accurate records of all transactions. This is essential for ensuring the integrity of the financial system and for providing a clear audit trail. The fourth part of the paper focuses on the role of the auditor in verifying the accuracy of the records. The auditor must ensure that all transactions are properly recorded and that the records are consistent with the underlying business transactions.

the 1990s, the number of firms in the industry has increased, and the industry has become more competitive. The industry has also become more global, with many firms expanding their operations into foreign markets.

The industry has also become more technologically advanced, with many firms investing in research and development to develop new products and services. This has led to a more diverse and innovative industry, with firms offering a wide range of products and services to their customers.

The industry has also become more environmentally conscious, with many firms implementing sustainable practices and reducing their carbon footprint. This has led to a more responsible and socially conscious industry, with firms being held accountable for their environmental impact.

The industry has also become more regulated, with many governments implementing strict regulations to protect consumers and the environment. This has led to a more transparent and accountable industry, with firms being held to higher standards of conduct.

The industry has also become more integrated, with many firms forming strategic alliances and partnerships to share resources and expertise. This has led to a more collaborative and innovative industry, with firms working together to develop new products and services.

The industry has also become more customer-focused, with many firms implementing customer relationship management (CRM) systems to better understand their customers and their needs. This has led to a more personalized and customer-centric industry, with firms offering tailored products and services to their customers.

The industry has also become more data-driven, with many firms using data analytics to make informed decisions and improve their operations. This has led to a more efficient and effective industry, with firms being able to optimize their processes and reduce costs.

The industry has also become more socially responsible, with many firms implementing social responsibility programs to support the community and the environment. This has led to a more socially conscious and responsible industry, with firms being held accountable for their social impact.

The industry has also become more global, with many firms expanding their operations into foreign markets. This has led to a more diverse and international industry, with firms offering products and services to a wider range of customers.

The industry has also become more technologically advanced, with many firms investing in research and development to develop new products and services. This has led to a more innovative and forward-looking industry, with firms being able to stay ahead of the competition.

The industry has also become more regulated, with many governments implementing strict regulations to protect consumers and the environment. This has led to a more transparent and accountable industry, with firms being held to higher standards of conduct.

The industry has also become more integrated, with many firms forming strategic alliances and partnerships to share resources and expertise. This has led to a more collaborative and innovative industry, with firms working together to develop new products and services.

The industry has also become more customer-focused, with many firms implementing customer relationship management (CRM) systems to better understand their customers and their needs. This has led to a more personalized and customer-centric industry, with firms offering tailored products and services to their customers.

Approved Changes in the By-Laws and Constitution at the General Body Meeting held on December 8, 2002 (JSGA)

Minutes of Proposed Changes as outlined in the December 2002 Newsletter

Article I

Section 1 Address

Seconded by Madhuben Sheth. No opposition. Change passed

Article II

Membership

Section 1 Eligibility

The word "Permanently" in #3 was deleted from the proposed change.

Seconded by Jagdishbhai Sheth. No opposition. Change passed.

Article IV

Meetings

Section 2 General Body Meeting

The last sentence of the proposed change 2a was deleted and replaced by the following.

Absentee ballots will be available five days prior to the General Body Meeting

Seconded by Hitesh Shah. No opposition. Change passed.

Section 3

a) Seconded by Mahendra Doshi. No opposition. Change passed.

b) Seconded by Mahendra Doshi. No opposition. Change passed.

Article V

The Executive Committee

Section IV Eligibility

a) Seconded by Kaushikbhai Desai. No opposition. Change passed.

b) Seconded by Vinubhai Doshi. No opposition. Change passed.

Article VI

Election

Section 3 Nomination committee and Election Officer.

c) Seconded by Ketan Shah. No opposition. Change passed.

Constitution Changes

Article III

Membership

Section 1 Eligibility

Word "Permanently" deleted in #3 of the proposed change

Seconded by Ketan Shah. No opposition. Change passed.

Article IV

Meetings

Section 4 Notice and Quorum for Annual and General Body Meeting

Seconded by Ketan Shah. No opposition. Change passed.

Approved Changes in the By-Laws and Constitution at the General Body Meeting held on December 8, 2002 (JSGA)

Approved Changes to Existing By-Laws and Constitution

Article I

Section 1 Address

The registered address of the society shall be: 1441 West Rock Court, Stone Mountain, GA 30088.

Shall be changed to:

The registered address of the society shall be: 669 South Peachtree Street, Norcross, GA 30071.

Article II Membership

Section 1 Eligibility:

Add at the end of the current paragraph:

Following are also considered as an eligible member of the society

- 1. Members spouse**
- 2. Members dependent, unmarried child/children of age 18 and above living with the member**
- 3. Members dependent parents living with the member**

Article IV Meetings

Section 2 General Body Meeting:

- b) The date, time, and place of the General Body Meetings shall be determined by the Executive committee. The general secretary shall give or return notification for calling a General Body Meeting, at least 15 days in advance, to all members along with an agenda and proxy ballot(s).

Shall be changed to:

The date, time and place of the General Body Meetings shall be determined by the Executive committee. The general secretary shall give or return notification for calling a General Body Meeting, at least 15 days in advance, to all members along with an agenda. Absentee ballots will be available five days prior to the General Body Meeting.

Section 3 Quorum for the Annual Meeting and General Body Meeting

- a) At General body and Annual meetings, only eligible members shall be qualified members. One-fifth of qualified voters or ten qualified voters, whichever is less shall constitute a quorum.

Shall be changed to:

At General Body and Annual Meetings, only eligible members shall be qualified members. Twenty-five qualified voters shall constitute a quorum.

Approved Changes in the By-Laws and Constitution at the General Body Meeting held on December 8, 2002 (JSGA)

- b) An eligible member, if absent, may choose to vote by proxy. However, he/she shall indicate on the proxy for his/her vote to be counted for the agenda matters only for all matters taken on the floor. A quorum of at least twenty five percent (25%) eligible members, including proxy votes, must be present at the meeting prior to voting for each resolution.

Shall be changed to:

An eligible member, if absent, may choose to vote by Absentee ballot for the agenda matters in a sealed envelope to be received at JSGA address two days prior to the General body meeting. Sealed envelope should be opened at the time of the vote counting. A quorum of at least 25 eligible members, including Absentee ballots must be present at the meeting prior to voting for each agenda matter. No new issue will be taken from the floor unless 25 members physically present and be a member of the society for at least one month prior to the General body meeting for vote eligibility.

Article V The Executive Committee

Section IV Eligibility

- a) All nominees or candidates for the Executive & Trust committees must be members of the society.

Shall be changed to:

All nominees or candidates for the Executive and Trust Committees must be member of the society for at least one year.

- b) An officer of the Society must have been a member of the society for at least six months prior to assuming the office

Shall be deleted.

Article VI Election

Section 3 Nomination committee and Election Officer:

- c) The chairperson of the Nomination committee, chosen by the members of the Nomination committee, shall act as the Election officer. Additional nominations shall be taken from the floor. Election shall be held for positions where more than one candidate is contesting. Contesting candidates, if absent at the time of the election, must submit their acceptance in writing, with the Election officer.

Shall be changed to:

The chairperson of the Nomination committee, chosen by the members of the Nomination committee, shall act as the Election officer. Additional nominations shall not be taken from the floor unless the names are not submitted for the particular position. Election shall be held for positions if more than one candidate is contesting. Nominations should be received seven days prior to the General Body Meeting. Contesting candidates, if absent at the time of the election, must submit their acceptance in writing, with the Election Officer.

Approved Changes in the By-Laws and Constitution at the General Body Meeting held on December 8, 2002 (JSGA)

Approved Changes in the Constitution

Article III Membership

Section 1 Eligibility

Add at the end of the current paragraph.

Following are also considered eligible members.

- b. Eligible member's spouse**
- c. Eligible member's dependent unmarried child/children of age 21 and under.**
- d. Eligible members dependent parents living with them.**

Article IV Meetings

Section 4 Notice and Quorum for Annual and General Body Meetings:

- b) At General Body and Annual meetings, one-fifth of the entire membership or ten members, whichever is less constitute a quorum.**

Shall be changed to:

At General Body and Annual meetings, total of twenty-five qualified members shall constitute a quorum.

Jain Society of Greater Atlanta, Inc. (JSGA)
December 14, 2003 Annual General Body Meeting
Following Addendums to the By-Laws were Approved unanimously

A. The followings to be incorporated into the By-Laws of JSGA:

“Article XI: JSGA Premises Ordinance,” “Section 1” consisting of:

- a. The members, guest, and visitors shall use their best efforts to preserve the sanctity of the JSGA Premises.
 - b. Consumption of food or drink is allowed only in the Dinning Hall.
 - c. Alcohol, smoking, narcotics and illegal drugs are strictly prohibited on the JSGA Premises.
 - d. Non-vegetarian food and any item containing eggs in whole or part cannot be cooked, consumed, served or distributed on the JSGA Premises.
 - e. Root-vegetables cannot be cooked, consumed, or distributed in the food served on the JSGA Premises.
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B. The following to be incorporated into the By-Laws of JSGA:

“Article XII: Cash Management Protocol,” “Section 1” consisting of:

- a. All cash receipts are to be accounted by two officers of the current Executive Committee of the JSGA and at least two members from the membership. Within five (5) business days, the Treasurer must deposit all cash receipts into appropriate JSGA bank account(s) as Cash Deposit Only.
 - b. Bhandaar(s) must be opened for such collection frequently but no later than every three months.
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