

*Akwa Ibom Community  
Association of  
Massachusetts (AICAM)*



*Constitution*

## ARTICLE I: NAME

The Association will hereby be known, addressed, referenced and referred to as the AKWA IBOM COMMUNITY ASSOCIATION OF MASSACHUSETTS (AICAM)

## ARTICLE II: OBJECTIVES

- a. To Operate as a Charitable Organization
- b. To encourage and promote the love and unity of Akwa Ibom indigenes in MA
- c. To own, maintain and operate and Akwa Ibom House in MA which will incorporate a recreational, conference and educational centers.
- d. To provide a platform for education, cultural upliftment, and enlightenment for the present and future generations of Akwa Ibom indigenes and others in MA.
- e. Notwithstanding any other provisions of these Articles, the Corporation is organized exclusively for one or more of the purposes as specified in Section 501 (c) (3) of Internal Revenue Code of 1986, and shall not carry on any activities not permitted to be carried on by an organization exempt from the Federal income tax under I.R.C. Section 501 (c) (3) or corresponding provisions of any subsequent tax laws.

## ARTICLE III: MEMBERSHIP

Membership in the Association shall be open to all indigenes of Akwa Ibom and their families, and others deemed appropriate by the Association. ***Membership will be initiated from the month of official registration.*** All members must abide by the Constitution and By-Laws of the Association.

### SECTION I: ENROLMENT FEE, DUES AND LEVIES

- a. ~~The~~ Enrolment fee shall be required of all members as determined by the general house. **This fee will include registration fee, first month's due, and the cost of uniform and copy of the Association's constitution.**
- b. Monthly dues (and levies as time and needs arise) shall be required of all members.

### SECTION II: BENEFITS

- a. New members will enjoy 50% of financial benefits after the first six months of membership and full financial benefits after the first 12 months of membership.
- b. Any member who aspires to contest for an office in the national association (AKISAN) must be a member of AICAM in good standing for 12 consecutive months.

### SECTION III: RIGHTS AND LIABILITIES OF MEMBERS

- a. By the provision of the Constitution and By-Laws, members shall enjoy equal rights and responsibilities as allowed by the Constitution
- b. Each member shall have one vote on any issue that is ~~decided by general vote~~ **to be decided by the Association.**

- c. In the case of a tie, the President shall cast the deciding vote.
- d. Each member shall qualify to be elected or voted for in an election.
- e. Each member shall have the right to address the meeting on any point of order or correction.
- f. Members shall not vote or participate in meetings by proxy.
- g. Each member shall have the right to initiate discussion on policy issue or program of action.

#### **SECTION IV: RETENTION OF MEMBERSHIP**

- a. Membership shall be subject to meeting all financial obligations ~~with the exceptions deemed fit or necessary by the whole house~~ ***of the Association.***
- b. **All members are obligated to notify the house of their impending absence in any meeting.**

#### **SECTION V: LOSS OF MEMBERSHIP (Financial and Attendance)**

- a. Failure to attend a general meeting for ~~at least four (4) consecutive~~ ***six consecutive times*** without notifying the house ~~within a twelve months period~~ will result in loss of membership. Should that person decide to be re-instated, he/she will go through a fresh process of registration as a new member.
- b. A member who fails to pay his/her dues and levies for six consecutive months will lose his/her membership and benefits. The association's secretary or an authorized designee will notify any member who is absent from a meeting in which a new levy has been authorized of such levy.
- c. Pursuant to "a" and "b" above, a member who is in danger of losing his/her membership, will be notified by the President of the Association (in consultation with the association's Secretary and Financial Secretary), in writing of the impending expiration of his/her membership one month prior to the expiration of such membership.
- d. Should a person who has lost his/her membership want to rejoin the Association, he/she will have to go through a fresh process of registration as a new member (See Article III – Section I).

#### **SECTION VI: LOSS OF MEMBERSHIP (Misconduct):**

- a. A member may be removed or suspended by a two-third majority vote of members for the following reasons:
  - i. A verifiable gross misconduct deemed to be detrimental to the image of the Association
  - ii. Conviction for any criminal conduct or activities
  - iii. Persistent refusal by a member to abide by the Constitution/By-Laws shall lead to removal after a reasonable notice and opportunities to be heard.

**SECTION VII: MEMBERSHIP REINSTATEMENT**

If a member loses his/her membership as a result of misconduct, they could be reinstated as long as issues for loss of membership is resolved and accepted by a two-third majority of members.

**ARTICLE IV: OFFICERS OF THE ASSOCIATION**

**SECTION I: OFFICERS**

The officers of the association shall be as follows:

- a. President
- b. Vice President
- c. Secretary General
- d. Assistant Secretary General
- e. Treasurer
- f. Financial Secretary
- g. Public Relations Officer
- h. Social Secretary
- i. Auditor

**SECTION II: TERMS OF OFFICE**

Tenure of office for all officers shall be (2) years. No one can hold office for more than two (2) years unless through re-election but not for more than two consecutive terms.

**SECTION III: DUTIES OF OFFICERS**

All officers shall perform their duties as stated in the By-Laws

**SECTION IV: REMOVAL OF OFFICERS**

The Board of Directors and or the House as defined in the By-Laws shall remove any officer neglecting his/her duty(ies) from office in accordance with the By-Laws.

**ARTICLE V: COMMITTEES**

Other than the Executive Committee, the following shall Constitute STANDING COMMITTEES for the association:

- a. Project/Development Committee
- b. Social Committee
- c. Finance Committee

All other Committees shall remain ad-hoc for the purpose(s) of the functions for which they are set.

**SECTION I: Executive Committee:**

- a. The Executive Committee shall be the governing body of the Association
- b. Shall consist of all the elected officers of the Association

- c. The General House shall retain and use all powers not limited to this Constitution. (that is in case of any eventuality, the general house reserves the authority to take any/all necessary action(s)).

## **SECTION II: The Presidents Emergency Powers:**

The following shall be the conditions that will warrant use of emergency actions by the President:

Death of a member, immediate family or relative, natural disaster, state/national emergency. The President, in consultation with the Chairman of the Board of Directors shall have the power to act on behalf of the General House. The President shall notify the General House of such action taken within thirty (30) days.

## **SECTION III: STANDING COMMITTEES:**

### **a. Project/Developmental Committee:**

The Committees shall be responsible for developing and projects for the association.

### **b. Social Committee:**

The Committee shall be responsible for organizing fund raising activities and social events for the association. The Treasurer shall be a member of this committee.

### **c. Finance Committee:**

The Finance Committee shall advise the house on financial matters. This committee shall be responsible for the financial operations of the association. Committee members shall consist of the Treasurer (Chairperson), and other financially knowledgeable members.

## **ARTICLE VI: MONTHLY MEETING**

### **SECTION I: MONTHLY MEETING:**

- a. The Association shall hold monthly meeting on the 2<sup>nd</sup> Sunday of the month. The Executive Committee shall determine the place and time of the meeting.
- b. The meeting will begin at the designated time
- c. In the absence of the president and the Secretary General, any member of the executive shall call the meeting to order.
- d. The agenda will be determined by the Executive Committee
- e. Notices of the monthly meetings shall be announced at the end of each meeting. The executive shall have the power to call a special/emergency meeting of members when needed.
- f. Quorum: Five members of the executive plus two non-executive members present at a general meeting shall constitute a quorum.

### **SECTION II: SPECIAL MEETING:**

The President or the Secretary General shall call special meetings of the Executive Committee or the General House, at any time, within 48 hours at a written request of a majority of the Executive Committee and/or the general house.

## **ARTICLE VII: APPROVAL OF INSTRUMENTS**

All financial instruments of the of the Association shall be signed by the President and Treasurer. In the absence of either, the Chairperson of the Board of Directors shall be the second signatory. No document shall be considered valid without two signatures. If one signatory is unavailable, the document will be sent to the Chairperson of the Board for signature. Contracts will require three signatories: the President, Treasurer, and the Chairperson of the Board of Directors.

## **ARTICLE VIII: AMENDMENTS**

### **SECTION I:**

The Constitution and By-Laws may be amended, replaced, altered in whole or in part by a vote of 2/3 majority of bonafide members attending in person any duly called monthly or special meetings

### **SECTION II:**

Notice of the proposed amendment must be supported by at least five bonafide members and reach the executive committee in writing at least thirty (30) days before the meeting at which the proposed amendment is to be considered. A description of any proposed amendment is mandatory. A member submitting an amendment shall also make such notices and description available to the general house at least thirty (30) days before its consideration. This would constitute a motive to the executive to include it in the agenda of the next general meeting.

### **SECTION III:**

The Executive shall not alter or repeal any part of this Constitution or By-Laws adopted by the general membership, but may initiate riders, in harmony therein, which first must be reviewed and approved by the Board of Directors and then presented to the general house for approval. Such riders may be amended by the general house at a monthly meeting or at a special meeting called for this purpose.

## **ARTICLE IX:**

The Board of Directors may hire the President, the Secretary General, the Treasurer or any other qualified member/person. These Officers/individuals may be compensated subject to the availability of funds. The Officers/individuals may/may not be members of the Association.

## **ARTICLE X: BOARD OF DIRECTORS**

### **SECTION I:**

The Board of Directors shall consist of the President, the Treasurer, and seven other persons from the general membership and/or from various walks of life. The President and the Treasurer shall have no voting rights. Nominations for the Board shall be made by the Executive Committee in the year of the selection of a new Board, and ratified by a simple

majority vote of members present in a meeting called for that purpose. The general membership may alter the size of the Board at any general meeting or at a special meeting called for that purpose. All ratifications of Directors by the general house shall be by secret ballot.

A Board member must embrace the goals and objectives of the Association.

## **SECTION II: TENURE**

Except as otherwise provided by law, the Articles of Organization, or By-Laws, each director shall hold office for three years. Unless reappointed, deceased, resigned, removed or disqualified, the term shall be three years.

## **SECTION III: DIRECTORS' LIABILITY**

The directors' liability shall be in accordance with the Massachusetts General Laws.

## **SECTION IV: POWERS**

The Board of Directors may exercise all the powers of the association excepts such as are prohibited by law, by the articles of organization or the By-Laws of the association, as are conferred upon or reserved to the general house. The decision of te Board of Trustees shall be binding on the general house. The Board shall have the power to appoint its chairperson.

## **SECTION V: SUSPENSION OR REMOVAL**

A Director may be removed from office:

- a. with or without cause by a vote of two-thirds of the general house having the right to vote.
- b. with cause by vote of a simple majority of the directors then in office. A Directors may be removed with cause only after reasonable notice and an opportunity to be heard.

## **SECTION VI: RESIGNATION:**

A Director may resign by he/she delivering his resignation letter to the Chairperson of the Board. Such a resignation shall be effective upon the receipt (unless specific to be effective at some other time), an acceptance thereof shall not be necessary to make effective.

## **SECTION VII: VACANCIES:**

Any vacancy in the Board must be filled pursuant to Section I of Article X. The general house having voting power may at a special meeting choose a successor.

## **SECTION VIII: REGULAR MEETINGS:**

Regular meetings of the Directors may be held at such places and times as the Directors may determine

## **SECTION IX: SPECIAL MEETINGS:**

Reasonable notice of the time and place of special meetings of the Directors shall be given to each Director. Such notice shall specify the purpose of the meeting

**SECTION X: QUORUM:**

At any meeting of the Board, five members of the Board (majority) shall constitute a quorum. Any meeting may be adjourned by a majority of the votes cast upon a question, whether or not a quorum is present, and the meeting may be held as adjourned without further notice.

**ARTICLE XI: NON-DISCRIMINATION**

No worthy applicant shall be denied services or admission into any of the association's programs or its facilities, because of race, color, ethnic or cultural origin, sex, or religious affiliation/persuasion.

**ARTICLE XII:  
RATIFICATION AND ADOPTION OF CONSTITUTION BY-LAWS**

The Constitution and By-Laws shall become an instrument of the Association only after it is ratified and adopted by a simple majority of the members present at the general or special meeting.

**ARTICLE XIII or XIX in the original version is missing**

**ARTICLE XIV:  
RATIFIERS AND ADOPTERS OF THE CONSTITUTION AND BY-LAWS**

The Constitution and By-Laws are hereby ratified and adopted on this \_\_\_\_\_ day of \_\_\_\_\_ in the year of our Lord Two Thousand and One. In witness thereof we have subscribed our names.

**ARTICLE XIV: LIMITATION ON ACTIVITIES**

**SECTION I:**

No substantial part of the activities of this corporation shall be carrying on propaganda, or otherwise attempting to influence legislation (except as otherwise provided for by Section 501 (h) of the Internal Revenue Code), and this Corporation shall not participate in, or intervene in (including publishing of or distribution) on behalf of, or in opposition to, any candidate for public office.

Notwithstanding any other provision in this Constitution, this Corporation shall not carry on any activities not permitted to be carried on (a) by a corporation exempt from Federal Income Tax under Section 501 (c) (3) of the Internal Revenue Code, or (by) a corporation, contributions to which are deductible under Section 170 (c) (2) of the Internal Revenue Code.

**SECTION II:**

No part of the net earning of this corporation shall inure to the benefit of, or be distributed to, its members, directors or trustees, officers or other private persons, except that



the corporation shall be authorized and empowered to pay reasonable compensation for services rendered in furtherance of its objectives.

**SECTION III: DISTRIBUTION OF ASSETS:**

Upon dissolution of this corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed for one or more exempt purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code or shall or shall be distributed to the Federal Government, or to a State or Local Government for public purpose. Such distribution shall be made in accordance with all applicable provisions of the laws of this state.

**ARTICLE XV: DUTIES OF OFFICERS**

**BY LAW I**

**SECTION I: PRESIDENT:**

The President shall preside over, and call to order all meetings of the Executive and General House. He/she shall assign officers and/or members to undertake special or regular tasks upon approval by a simple majority of the Executive Committee or the General House. He or she shall appoint or recall Committee Chairperson with the approval of the General House. Shall be informed of the Committee Chairperson of all meetings and agendas with reasonable advance notice. Shall have the power to invite lawyer(s), consultants and advisers to executive or general meetings upon approval of a simple majority.

**SECTION II: SECRETARY GENERAL:**

It shall be the duty of the Secretary General to give proper and timely notices of all executive and general meetings. He/she shall record and present minutes of all meetings. He/she shall keep members informed of all significant developments involving the Association and/or members and shall be the custodian of the Association's documents other than financial records.

**SECTION III: TREASURER:**

The Treasurer shall be the custodian of all funds and securities of the Association. The Treasurer shall deposit funds and securities in the name of the Association such bank or banks as the Executive Committee may designate within 24 hours or one business day of collections. He/she shall render proper and accurate accounts of the Association's financial position at all executive and general meetings at such times as the situation may demand. He/she shall sign and issue checks and vouchers signed by the President and the Treasurer.

**SECTION IV: VICE PRESIDENT:**

The Vice President shall assist the President in carrying out his duties. In the event of a resignation or impeachment, the Vice President shall become the President and perform the duties as in Article XV, Section I above, and other duties as may be assigned by the President or the house.

**SECTION V: ASSISTANT SECRETARY GENERAL:**

In the Absence of the Secretary General, the Assistant Secretary General shall perform the duties as stipulated in Article XV, Section II above and any other duties as may be assigned by the President or the house.

**SECTION VI: FINANCIAL SECRETARY:**

The financial Secretary shall keep all the financial records of the Association, and will present same to the general house on request. He shall, with the consent of the Executive Committee present the same records to auditors for auditing. He/she shall work with the Treasure to tally the Association's account. He/She shall be the secretary to the finance committee.

**SECTION VII: PUBLIC RELATIONA OFFICER:**

The Public Relations Officer shall serve as the advertisement conduit for the Association and shall work hand in hand with the social secretary in organizing social events for the Association, and other duties as may be assigned by the Executive Committee. He or she shall be a member of the Social Committee.

**SECTION VIII: SOCIAL SECRETARY:**

The Social Secretary shall be responsible for organizing fundraising and social events for the Association as approved by the Executive Committee and the General House. He/she shall be the Chairperson of the Social Committee. He/she shall work hand in hand with a consultant for the purpose of fundraising and other related matters.

**SECTION IX: AUDITORS:**

The Executive Committee in collaboration with the Board of Directors shall appoint auditor(s) from time to time as the need arises.

**BY-LAW II: REMOVAL FROM OFFICE**

**SECTION I:**

The Board of Directors may recommend an officer for removal with or without cause, in accordance with the contract of employment reached with the officer in question with the approval of the General House.

**SECTION II: GROUNDS OF REMOVAL OF OFFICE FOR CAUSE:**

- a. Gross, reckless and negligence use and abuse of power
- b. Embezzlement of funds of the Association
- c. Using the position or the office for personal gain
- d. Non-performance or neglect of duties
- e. Any other act(s), action(s), and activity(ies) considered to be prejudicial or detrimental to the best interest and good name of the Association.

**Name of Member/Directors**

**Signature**

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