

## Article I. Mission

KhushDC is a social, support and political group that provides a safe and supportive environment, promotes awareness and acceptance, and fosters positive cultural and sexual identity for lesbian, gay, bisexual, transgender, questioning (LGBTQ) and additional gender or sexual minority South Asians in the Washington, D.C. metropolitan area.

## Article II. Membership

### Section 1.

- a. General Membership in KhushDC shall be open to any dues-paying individual who fully supports KhushDC's mission and is 21 years or older, as of the day of membership.
- b. The benefits of General Membership shall be the following, in addition to any other membership benefits the Board of Directors may add: voting in elections and on organizational issues, eligibility to serve on the Board and/or as an Officer subject to eligibility restrictions, and Member-only programming.

### Section 2.

- a. Youth Membership shall be open to any dues-paying individual who fully supports KhushDC's mission and is under 21 years old, as of the day of membership.
- b. An individual who is a KhushDC member through Youth Membership shall have the same benefits of General Membership.

### Section 3.

A Membership year shall start as of the date of a member's payment of the dues and shall expire on the day of the next scheduled election.

### Section 4.

Membership annual dues, fee payment schedule and fee waivers or reductions for the following Membership year shall be announced by the Board by the deadline for forming the Elections Committee for the next election.

### Section 5.

All Members shall observe applicable Federal, State and Local laws and KhushDC Member guidelines outlined in the KhushDC Policies and Procedures Document (the P&P Document) referred to in Article III, Section 7.

### Section 6.

Any Member who flagrantly violates these bylaws may be expelled by written notice through action of the Board. Said Member shall have the right to appeal within 10 days of expulsion by providing written notice to the Secretary of the Organization setting forth the basis for the appeal. A committee of at least three General Members not on the Board shall be appointed by the Board to review the appeal before final action is taken. A refund of prorated membership dues shall be made upon expulsion.

### Article III. Organization

- Section 1. KhushDC shall be governed by an elected Board of Directors (the Board) which shall have final approval on financial, programming and other organizational decisions and actions affecting KhushDC. All decisions shall be made by a 2/3 majority vote, unless otherwise stated.
- Section 2. The Board shall be composed of five General Members: a President, a Vice-President, a Treasurer, a Secretary, and an appointed At-Large Board Member. No one person may hold more than one seat on the board. Quorum for Board action shall be three Board Members, one of whom has to be the President or Vice-President. If only three Board Members are involved in a decision, then a consensus vote is required.
- Section 3. The At-Large Board Member shall be appointed by a majority vote of the Officers no later than 30 days after Officers are elected.
- Section 4.
- a. The Board shall meet according to a schedule of their discretion or at such time when three Board members agree to call a special meeting.
  - b. The Board shall convene an annual Membership Meeting which shall coincide with annual Elections. The Board also may call for a Membership Meeting at any time.
  - c. All official Board communication to the Membership shall be made in writing including, but not limited to, electronic mail, letters and postings on the website.
- Section 5.
- a. Any Board or General Member may present a motion for the removal of any Board Member. Such motion must be in writing stating the reasons for the motion.
  - b. A Board Member who is the subject of a motion for removal may not vote in any actions concerning the removal.
  - c. The Board must vote by a simple majority to even consider a motion for removal. If the Board votes to consider the motion, then the Board must vote on whether to remove the Board Member.
  - d. The Board Member who is the subject of a motion for removal must be notified of the date, time and location of the vote to be given a chance to defend his or her case.

- e. To remove a Board Member, a 3/4 majority of board members eligible to vote must be reached, without the presence of the Board Member who is the subject of the motion.

Section 6.

- a. In the event that a Board Member resigns or is removed with more than 90 calendar days remaining in the term of that Board Member, the Board shall immediately solicit nominations from the membership to replace the Board Member.
- b. If there are any nominations received within 7 calendar days of the call for nominations, the Board shall meet within 14 calendar days to appoint a General Member to serve the remainder of the resigned or removed Board Member's term.
- c. If there are no nominations received within 7 calendar days of the call for nominations, the Board Members shall equitably redistribute the duties of the resigned or removed Board Member and shall continue soliciting nominations from the membership till one is received. Upon receiving a nomination, the board shall meet within 7 calendar days to make an appointment.
- d. If there are less than 90 calendar days remaining in the term of that Board Member, the remaining Board Members shall equitably redistribute the duties of the Board Member until the next regularly scheduled election.

Section 7. The Board shall develop written policies and procedures in the KhushDC Policies and Procedures Document (the P&P Document) for items not specifically covered in the bylaws including, but not limited to, position descriptions for officers, financial operations, process for elections and conduct for listservs.

Section 8. The Board shall uphold the P&P Document.

**Article IV. Officers**

Section 1. The Officers of KhushDC shall be: a President, a Vice-President, a Treasurer and a Secretary. No individual may hold more than one Officer position.

Section 2. The Officers shall be elected by a democratic vote as outlined in the article on Elections of KhushDC Board Members to a term of one year.

Section 3. [*The following statement was ratified by unanimous vote at the KhushDC By-Laws Discussion Group and Vote on Saturday, March 18, 2006*] The majority of the KhushDC officers (including President and Vice-President) shall be sexual or gender minority General Members who self-identify as South Asian.

Section 4.

- a. The President's duties shall be to provide overall leadership and direction to KhushDC, and other duties deemed necessary for the proper functioning of the organization.
- b. The Vice-President's duties shall be to support the President's goals and to perform the President's duties in his/her absence.
- c. The Treasurer's duties shall be to manage KhushDC's internal and external financial responsibilities.
- d. The Secretary's duties shall be to maintain written records of KhushDC's activities.
- e. The At-Large Board Member's duties shall be decided by the Board before official appointment.
- f. Duties and responsibilities of the Officers and At-Large Board Member, not specifically covered in these by-laws, shall be outlined in the P&P Document.

**Article V. Committees**

Section 1.

- a. The KhushDC Advisory Committee shall be a standing committee appointed by the Board. Founding members of KhushDC and any person who has held a position on the KhushDC Interim Board or the KhushDC Board shall be eligible to serve on this committee.
- b. The duties of the Advisory Committee shall be to provide any advice and assistance to the current KhushDC Board as the Board may solicit from the Advisory Committee.

Section 2.

- a. The Elections Committee shall be a standing committee appointed annually by the Board. The committee shall consist of at least two General Members not running for any KhushDC office. The committee shall be appointed no later than April 1.
- b. The duties of the Elections Committee shall be to set the date for KhushDC Elections, supervise, oversee and count votes in elections. The committee shall announce the date of elections at least 60 calendar days prior to elections.

- c. All official Elections Committee communication to the Board and Membership shall be made in writing including, but not limited to, electronic mail, letters and postings on the website.

Section 3.

- a. The Board may, at its discretion, form any committee to perform duties as the Board decides consistent with KhushDC's mission.
- b. At the time of formation of a committee, the Board shall set out in writing the duties of the committee, the duration of its existence and other details necessary for the committee to successfully function.
- c. The Board shall have discretion to appoint the chair and members of a committee.

**Article VII. Elections**

Section 1. The procedures outlined in this chapter of the bylaws will govern elections of all Officers.

Section 2. KhushDC Elections will be held annually to elect members to serve in the leadership roles described in other parts of these bylaws. Elections shall coincide with the Annual General Membership Meeting which shall take place yearly in July. The election date shall be announced by the Elections Committee.

Section 3.

- a. Only General Members who have paid their dues 30 calendar days prior to the election date will be eligible to vote.
- b. Each General Member may cast one ballot per vote during Elections. The ballots shall be secret.
- c. Ballots may be cast by electronic mail, physical mail or in person. Procedures for electronic and physical mail ballots must be outlined in the P&P Document.

Section 4.

- a. A candidate for office must express an interest in running or accept a nomination, by notifying the Elections Committee in writing, 30 calendar days prior to Elections.
- b. The winning candidate for an elected position is the candidate who receives the plurality of the ballots cast.

- c. In the event of a tie vote among two or more candidates, a run-off will take place among those candidates who tied. The winner shall be determined by a plurality vote.
- d. A candidate may run for a position unopposed.
- e. Ballots will be counted by the Elections Committee and verified by at least two non-running Advisory Committee members or Board Members. Election results will be announced at the Annual General Membership Meeting.

Section 5. A term of office is one year from the date of election until the election the following year.

### **Article VIII. Ratification and Amendments**

*Section 1. These bylaws shall become ratified and effective upon a 2/3 majority vote of people attending the KhushDC by-laws ratification meeting on April 17, 2005.*

*Section 2. a. Amendments to the bylaws may only be presented and voted on at the Annual General Membership Meeting/Elections.*

*b. A proposed amendment to the bylaws must be presented in writing to the Board at least 60 calendar days prior to the Annual General Membership Meeting/Elections. Any KhushDC Member may propose an amendment to the bylaws.*

*c. The Board by a majority vote must decide whether to present the proposed amendment to the General Membership for consideration. If the Board votes to do so, the proposed amendment must be presented in writing to the General Membership 30 days prior to the Annual General Membership Meeting/Elections.*

*d. To become effective, a proposed amendment to the bylaws must be ratified by a 2/3 majority vote of KhushDC General Members at the Annual General Membership Meeting/Elections. Unless otherwise noted in writing, a proposed amendment becomes effective immediately upon ratification.*

*Approved Unanimously by the  
Interim Board of KhushDC  
Sunday, April 17, 2005*

*Ratified by the  
Members of KhushDC  
Sunday, April 17, 2005*