American Telugu Association
P.O. Box 4496, Naperville, IL 60567

Constitution
(Approved on 8/31/2018)

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| Amendments to Constitution November 1993 | Article III: Section 1  
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| Amendments to Constitution submitted to General Membership on: November 10, 2003 | Article III: Section 1, 2, 3, 5, 6, 7, 8, 9 & 10  
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Articles XV, XVI & XVII | G.L.N. Reddy, Rajeshwar Rao Tekmal and Members of the committee |
| Amendments to constitution proposed by Board of trustees on July 25, 2018.  
Ratified by General Membership on August 31, 2018 | Article II: Section 3, 5, & 5 and reordering of section numbers  
Article III: Section 1, 2, 3, 5, 6, 7  
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Article XI, XII | Rajeshwar Rao Tekmal |

**Prepared By:** Constitution & Bylaws Committee  
Rajeshwar Rao Tekmal  
Chair, Constitution & Bylaws Committee

**Approved By:**  
Karunakar Asireddy  
President
CONSTITUTION

Article I: NAME

The name and Title of this organization shall be the American Telugu Association, hereinafter called ATA. It shall be a not-for-profit organization registered under the laws of the State of Illinois and shall exist in perpetuity. The functioning of ATA shall be on a calendar year basis.

Article II: OBJECTIVES AND PURPOSES

Section 1: To promote exchange programs for students, scientists, and professionals of Telugu origin between the United States of America, Canada and India as well as other countries.

Section 2: To perpetuate, preserve, and maintain the heritage of the people of Telugu origin.

Section 3: To assist and promote literary, cultural, educational, social, economic, health and community activities of the people of Telugu origin.

Section 4: To invite distinguished Telugu scholars, artists, artisans, and statesmen to America for lectures, seminars, and congregations.

Section 5: To assist people of Telugu origin in need and aid newly arrived people of Telugu origin to settle and assimilate with the mainstream in America.

Section 6: To organize periodic Telugu literary, educational, youth, and cultural conferences, either independently or in cooperation with the Telugu or other associations.

Section 7: To serve Telugu communities across the nation, addressing mainly the issues faced by them in the mainstream society.

Section 8: To solicit, raise, and disburse funds for charitable purposes, cultural, and educational activities directly or in cooperation with other not-for-profit organizations of America to meet the aforementioned.

Section 9: The ATA shall also have such powers as are now or may hereafter be granted by the General Not-For Profit Corporation Act of the State of Illinois.

Article III: MEMBERS

Section 1: The ATA shall have three (3) categories of members who constitute the general body. In addition, ATA shall have an associate membership category whose members shall not constitute part of the general body. The designation of each such category and the qualification of the members of such category shall be as follows:

A. GRAND PATRON MEMBER: Any person who qualifies as per the section 2 of this article and pay the prescribed membership dues becomes a Grand patron member.

B. PATRON MEMBER: Any person who qualifies as per the section 2 of this article and pays the prescribed membership dues becomes a Patron Member.

C. LIFE MEMBER: Any person who qualifies as per the section 2 of this article and pay the prescribed membership dues becomes a Life Member.

D. ASSOCIATE MEMBER: Students with good standing visa status (F1 or J1) qualify to be associate members. Associate members will not have voting rights.

Section 2: MEMBERSHIP DEFINITION AND QUALIFICATIONS

Definition: Grand patrons, patrons and life members are entitled to family membership. Any person becoming a member of ATA shall:
A. Fill out the membership application form (using online/paper forms or select the option to become a member on the ATA conference registration form);
B. Pay the appropriate membership dues;
C. Abide by the objectives and purposes of ATA as defined in Article II and abide by all terms of this Constitution and the ATA Bylaws; and
D. Be at least 18 years of age.

Associate Members must be approved by the Board of Trustees. Any disputes regarding a person’s qualification for any membership category shall be resolved by the Board of Trustees acting in its absolute discretion.

Section 3: MEMBERSHIP DUES

A. The Board of Trustees may revise the membership dues from time to time with the approval of two-thirds (2/3) majority of the full board. Any revision in the membership dues shall be made only once in a calendar year and shall be implemented at the beginning of next calendar year.
B. Funds received from Corporations, Charitable Trust Funds, Associations or any entities shall not be considered towards membership dues. Funds received from any individuals on behalf of a third party shall not be considered towards membership dues. A third party is one who is not a member (husband or wife or children) of family.
C. Except for donations received for ATA Conference, any other donations shall not be considered towards membership dues. Any conference donor who is not an ATA member who donates $2500 or more towards the ATA conference will be granted life membership if he/she agrees to be a member by selecting the option to become member on conference registration form. Membership granted through donation will be valid only upon assignment of membership number as stated in ATA Bylaws.
D. Any member can upgrade his/her membership status to higher level of his/her choice by paying the difference in membership dues with in the same calendar year. Membership status shall be effective from the date of the receipt of the payment.

Section 4: WITHDRAWALS

Any member may request withdrawal in writing at any time to the Board of Trustees. Upon approval of such request by the Board of Trustees the Secretary shall strike his or her name from the rolls. Any member requesting withdrawal will not have any claim for the return or refund of any dues contributed to the organization.

Section 5: DISQUALIFICATION OF MEMBERSHIP RIGHTS

Documented activities against the purposes of the organization as defined in Article II shall constitute grounds for disqualification from membership. These allegations shall be communicated to the member by the Board of Trustees through registered or certified mail. The alleged member shall then be entitled to a hearing before the Board of Trustees on such charges and shall be entitled to a full opportunity to be heard. In order to be eligible for the aforementioned hearing, the alleged member must request a formal hearing in writing by certified mail within thirty (30) days from the receipt of the above notification by the Board. The date, time, location, and all other details of the formal hearing shall be set by the Board of Trustees in its sole discretion, except that there shall be at least 21 (twenty-one) number of days’ notice before the hearing takes place. If a member fails to timely request a formal hearing, the member's rights are terminated effective on the thirty-first day following the member's receipt of the Board's notification. If the member does request a full hearing, the approval of two-thirds of the full Board of Trustees shall be required for the disqualification of membership rights after the conclusion of the full hearing. Any member may be disqualified on the grounds of anti-organization
activity, defamation of the office bearers of the organization, incompetence, corruption, favoritism, extortion, or oppression in office or gross misconduct in a board meeting called for such purpose. Any member whose membership rights are terminated in accordance with this Section 5 shall not have any claim for the return or refund of any dues contributed to the organization.

Section 6: VOTING RIGHTS OF MEMBERS

Except as hereinafter provided in Article IV for the election of the Board of Trustees, each family member (single- 1 member; married- 2 members) shall be entitled to one vote on each matter submitted to voting in respective categories of memberships, provided he or she has been a member as of last day of the month, 3 months prior to the date of voting, and has completed, signed, and filed with the Secretary a membership form. Any changes in marital status and change of address shall be notified in writing to the Secretary by the member by the above date. Also, as stated in Article III, Section 1-D, associate members have no voting rights.

Section 7: NOTICE OF MEETINGS

Written or printed notice stating the place, day, and time of any General Body meeting of members and, in the case of a special meeting, the purpose or purposes for which the meeting is called, shall be delivered either personally, by electronic media, or by mail, to each member entitled to vote at such meeting, not less than two weeks (fourteen days) and not more than thirty (30) days prior to the date of such meeting, by the Secretary. If mailed such notice shall be deemed to be delivered when deposited in the United States Mail, addressed to the member at his or her address as it appears, as of last day of the month, 3 months prior to the date of voting, on the records of the organization.

Section 8: QUORUM

The quorum for any meeting shall be 10% of each category of the members entitled to vote at any meeting, present in person. All proposals, except amendments to constitution, are considered approved if voted by simple majority in each category of the members present at the meeting.

Section 9: NO PRIVATE INTERESTS:

The organization shall be operated exclusively for the purposes set forth in Article II and none of its net earnings shall inure, in whole or in part, in the benefit of any person or organization having a personal or private interest in the activities of the ATA.

Article IV: BOARD OF TRUSTEES

Section 1: GENERAL POWERS

The affairs of the ATA shall be managed by its Board of Trustees.

Section 2: NUMBER, TENURE, AND QUALIFICATION

A. The total number of Board of Trustees shall be thirty-one (31) plus one (1) Honorary Trustee, all of whom shall be members in good standing with voting rights of the organization. All the trustees, except the Honorary Trustee, shall be elected by the members of General Body by mail ballot.

B. To qualify for election to the Board of Trustees, a member shall be member in good standing for 90 days prior to the next election in the Category he/she is seeking the nomination, member for two full calendar years in any Membership Category.
C. The grand patron members, as defined in Article III, shall have the right to elect six (6) members of the Board of Trustees. The patron members as defined in Article III shall have the right to elect six (6) members of the Board of Trustees. The life members as defined in Article III shall have the right to elect nineteen (19) members of the Board of Trustees. The voting rights are not transferable. Every two (2) years, either sixteen (16) or fifteen (15) new trustees shall be elected alternatively for a term of four (4) years by respective category of membership as aforementioned (Grand Patrons:3, Patrons:3, and Life Membership: 10/9 alternatively,) with their term lasting for four (4) years.

D. Any sitting board of trustee shall have the right to seek the nomination for the new term of trustee election and, if elected, he/she shall resign from the un-expired term prior to accepting the new term.

E. The sitting board of trustees shall continue till the new board of trustees assumes the responsibility. The sitting board of trustees shall meet either at the first scheduled meeting of the new board of trustees meeting or sooner to receive and accept the election of the new board of trustees. The outgoing President shall convene the first regular meeting of the new Board of Trustees. The first order of the business shall be the official recognition of the outgoing President to become past President and the outgoing President - Elect to become President.

F: One-time Exception - The increased number of trustees on the Board of Trustees shall become effective immediately up on approval by the membership. To continue with staggering model as stated in Section 2C of this article, at the time of implementation the term (two or four years) of incoming trustees from life membership category (two or four years) will be decided by a lottery. From the incoming class of 12, ten (10) will have the term of four (4) years and two (2) will have term of two (2) years.

Section 3: REGULAR MEETINGS

The Board of Trustees shall meet periodically, but not less than twice a year. A simple majority of the full Board of Trustees present in person shall constitute a quorum for the transaction of the business at any meeting of the Board of Trustees. Unless otherwise specified in this Constitution or in the Bylaws, all business matters addressed at a Regular Meeting shall be decided by a simple majority of the Board of Trustee members present at the meeting in person, by telephone, by videoconference, or by other interactive technologies. No Trustee may vote on any business matter by proxy. All regular meetings shall require minimum of fourteen (14) days of written notice by either US mail or by electronic media.

Section 4: SPECIAL MEETINGS

The President may call for a special meeting of Board of Trustees for specific agenda with a minimum of three (3) days notice through teleconferencing. Any sixteen (16) trustees may also request in writing for a special meeting of Board of Trustees along with specific agenda to the President and the President shall call for special meeting with a minimum of three (3) days of notice through teleconferencing or other electronic media.

Section 5: IMPEACHMENT/ REMOVAL

Any trustee, chairperson or member of the Executive Committee may be removed or impeached on the grounds of anti-organization activity, defamation of the office bearer of the organization, incompetence, corruption, favoritism, extortion, or oppression in office or gross misconduct in a board meeting called for such purpose. These allegations shall be communicated to the member by the Board of Trustees through registered mail. The alleged member shall then be entitled to a hearing before the Board of Trustees on such charges and shall be entitled to a full opportunity for hearing. In order to be
eligible for the aforementioned, the alleged member must request a formal hearing in writing by certified mail within thirty (30) days from the receipt of the Board of Trustees' notification above. The date, time, location, and all other details of the formal hearing shall be set by the Board of Trustees in its sole discretion, except that there shall be at least twenty (20) days advance notice of the hearing delivered to the subject trustee, chairperson or Executive Committee member by mail, electronic mail, or other electronic means. Approval of two-thirds of the full board shall be required for impeachment/removal following the conclusion of the full hearing.

Section 6: VACANCIES

Any vacancy of a Trustee shall be appointed by the majority of the Board of Trustees from the respective category of membership. If the Board of Trustees fails to appoint a person to fill the vacancy by the time Board of Trustee elections held, such vacancies for open Board of Trustee positions shall be filled by the respective category members through member electorate process. A Trustee elected to fill a vacancy shall be elected for the un-expired term of such person’s predecessor in office.

Article V: OFFICERS

Section 1: OFFICERS:

The officers of the ATA shall be President, President-Elect, Secretary, Joint Secretary, Treasurer, and Joint Treasurer. The officers shall be members of the Board of Trustees. The sitting executive officers shall continue till the new executive officers are elected by the board of trustees. The immediate Past President shall be an ex-officio member of the board of trustees, with the privilege of attending any or all meetings, but with no voting rights.

Section 2: ELECTION, QUALIFICATION AND TERM OF OFFICE

A. President-Elect, Secretary, Joint Secretary, Treasurer, and Joint Treasurer shall be elected by the New Board of Trustees every two (2) years for a term of two years, at the first regular meeting of the new Board of Trustees. President of the previous year become past President and President - Elect of previous year becomes President.

B. Vacancies shall be notified to all the Board of Trustees and a meeting will be convened for that purpose. A simple majority of the Board of Trustees in attendance shall elect the replacement. The meeting shall be held within 90 days from the time of vacancy. Each officer shall hold office for a term of two (2) years or until a successor shall have been duly elected. Any of the officers shall be eligible for re-election, but shall not hold the same office for more than one (1) term. Each officer shall transfer all his/her original and other relevant records, assets, of the organization to the respective successor no later than fifteen (15) days from the time of the election of the executive officers.

C. In the case of the trustee’s term for president-elect expires before he/she assumes the office of the presidency, then he/she shall become as Honorary trustee with no voting rights except to break the tie vote in the board meetings. The honorary trustee shall be eligible to serve as the President for term he/she elected.

D. To qualify for election to the officer, a sitting trustee must have served as a four year-full-term of ATA Trustee, or as a member of prior executive committee or as a conference convener, or as a regional coordinator, or as a standing committee chairperson, or as an executive director.
Section 3: PRESIDENT

The President shall be the principal executive officer of the organization, shall preside at all meetings of the Board of Trustees, and subject to supervision and direction of the Board of Trustees, shall have general responsibility for the policies, business, and affairs of the organization. The President shall make appropriate decisions for the maintenance and day-to-day administration of the organization within the policies prescribed by the Board of Trustees. The President may appoint individuals to render part or full-time paid services to the organization as may be required from time to time within the powers vested on the President by the Board of Trustees. The President shall perform all duties incident to the office of the principal executive officer, and such other duties as may be prescribed from time to time by the Board of Trustees.

Section 4: PRESIDENT-ELECT

In the absence of the President, the President-Elect shall perform all the duties and shall exercise all of the powers of the President specified under Section 3 above. In the absence of the President and the President-Elect, Secretary, or one of the other officers designated by the Board of Trustees shall perform the duties and exercise the powers of the President.

Section 5: SECRETARY

The Secretary shall be the custodian of the ATA seal, all current year’s official records, and shall keep accurate minutes of all meetings. The Secretary shall maintain a list of active members and send notices of the meetings to the members. The Secretary shall communicate with the membership in writing to keep the members informed of all of the activities of the organization. The Secretary shall perform such additional duties as may be required from time to time by the Board of Trustees.

Section 6: JOINT SECRETARY

The Joint Secretary shall assist the Secretary in performing all of the duties incidental to the office of the Secretary and such other duties required from time to time by the Board of Trustees. In the absence of the Secretary the Joint-Secretary shall function as the Secretary.

Section 7: TREASURER

The Treasurer shall hold all the funds of ATA in appropriate accounts of the FDIC financial institutions, as approved by the BOT, disperse the funds according to the decisions made by the executive committee and the Board of Trustees. The Treasurer shall keep accurate accounts of all the receipts and expenses, submit a report at each meeting of the Board of Trustees and executive committee to keep informed of the financial status of the ATA and prepare an annual budget. The Treasurer shall prepare annual financial statement for an audit by an independent certified public accountant and perform all the duties incidental to the office of the Treasurer. The Treasurer shall sign all of the checks issued from all accounts, except conference account of ATA. The President/ Conference Convener/ Conference Treasurer shall be the only other authorized individuals besides ATA Treasurer to sign the checks issued from conference account. In addition, one other officer shall counter sign the checks from all accounts, except conference account, for amounts exceeding $2,500.00.

Section 8: JOINT TREASURER

The Joint Treasurer shall assist the treasurer in performing all the duties incidental to the office of the
In the absence of the Treasurer, the Joint Treasurer shall function as the Treasurer.

**Article VI: COMMITTEES**

**Section 1:** The president with the approval of the Board of Trustees shall nominate the Chairpersons for all standing committees, for the term to coincide with the term of the officers of the organization. The president with the approval of the Board of Trustees may form appropriate additional committees to facilitate functioning of the ATA. All members of such committees shall implement the proposals approved by the Board of Trustees. The Chairman of each committee shall report to the board through the President of the organization.

**Section 2: STANDING COMMITTEES**

1. Membership Committee
2. Constitution & Bylaws Committee
3. Finance Committee
4. Planning Committee
5. Nominating Committee
6. Community Service Committee
7. Language and Cultural Committee
8. Trust Fund Committee
9. ATA Foundation Committee
10. America Bharathi Committee
11. Public Relations Committee
12. America Bharathi Trust Fund Committee
13. Youth Activities Committee
14. Continuing Education Committee
15. Archives and Records Committee
16. Election Committee
17. Audit Committee
18. Business Committee
19. Media Committee
20. Technology/Web Committee

**Article VII: AMENDMENTS TO THE CONSTITUTION**

This constitution may be altered, amended or repealed by the general body pursuant to the procedure stated below.

**Section 1:** 10% from each category of the membership with voting rights as of the previous election date and/or by two-thirds the majority of the Board of Trustees can propose an amendment to the constitution. The proposed amendment shall be discussed at the next scheduled meeting of the Board of Trustees. A mail ballot highlighting the proposed change to the constitution shall be mailed to all the voting members within sixty (60) days from the above Board of Trustees meeting.

**Section 2:** A proposed amendment, alternating a repeal of the constitution shall deemed approved if accepted in writing by two-thirds of the Grand Patron, two-thirds of Patron membership and two-thirds of the life membership from the ballots received in each category. The decision shall be announced to all the members either by publication in America Bharathi or by mail. The amendment, alteration, or repeal of the constitution shall be implemented immediately upon approval by the membership or specific implementation date approved by the 2/3 of Board of Trustees.

**Article VIII: INDEMNIFICATION**

The organization shall indemnify any and all of its, trustees or officers, or former, trustees or officers, or any person may have served at its request, against the expenses (including attorney’s fees) actually or necessarily incurred by them in connection with the defense or settlement of any action, suit or
proceeding in which they or any of them, are made parties or a party, by reason of being or having been a trustee, or officer, a former trustee or officer or person shall be adjudged in such action, suit, or proceeding to be liable for willful misconduct in the performance of duty, and to such matters as shall be settled by agreement.

**Article IX: CONTRIBUTIONS**

The Board of Trustees may accept, on behalf of the organization, any contributions given for the general purposes or for any special purpose of the organization.

**Article X: ROBERTS RULES OF ORDER**

Except as otherwise herein expressly provided, all matters of procedure shall be governed by Roberts Rules of Order, revised, as the same shall, from time to time, be revised and amended.

**Article XI: NOMINATION COMMITTEE**

The President, with the approval of the Board of Trustees, shall appoint a Nominating Committee Members. The Nominating Committee shall consist of five (5) members in good standing out of which two (2) from the Board of Trustees and two (2) from general membership and the immediate Past-President will chair the committee. If he/she recuses themselves from serving as the nominating committee chair, Board of Trustees will appoint any other past president as the nominating committee chair. The Nominating Committee shall have the following responsibilities.

1. Receive nominations for Trustees as submitted by a voting member of the organization.
2. Prepare a slate of candidates for Trustees to succeed those whose term expires.
3. Present the slate and other candidates to the board through the president. If election is required, the president shall promptly forward the slate and other candidates to Election Committee for conducting the election.
4. When the Nomination Committee fails to obtain enough number of nominations to fill the number of trustees on the board in any category of grand patrons, patrons, and life members, the Nomination Committee shall seek the nominations from categories of grand patrons, patrons, and life members in ascending or descending order as the case may be.

**Article XII: ELECTION COMMITTEE**

The President with the approval of the Board of Trustees shall appoint five (5) members, Chairperson from executive committee, 2 from Board of Trustees, and 2 from general members, to the Election Committee, at least 45 (forty five) days or any specific date set by the Board of Trustees prior to the election of trustees. The primary function of this committee shall be to conduct the election for Board of Trustees. The committee shall be responsible for preparing, mailing, receiving, and counting the ballots. The committee shall promptly send the certified copy of the results to the President.

**Article XIII: AUDIT COMMITTEE**

The Auditing Committee shall consist of two board members and one independent member with
Accounting background. The function of this committee is to audit the financial transactions and treasurer’s reports periodically and not less than two times in a fiscal year and also submit the annual report for the end of the calendar year to the board of trustees.

Article XIV: COORDINATORS

Section 1: Regional Coordinators

The President with the approval of the Board of Trustees may form regions to facilitate functioning of the ATA. The president with the approval of the Board of Trustees shall nominate the Regional Coordinators for the term to coincide with the term of the officers of the organization. The candidate for the position should have been member of ATA in good standing for minimum of one year. All Regional Coordinators shall implement the proposals approved by the Board of Trustees. The Regional Coordinator shall report to the board through the President of the organization. The Regional Coordinators shall be responsible for all ATA activities in their respective regions, including, but not limited to solicit ATA membership, organize and coordinate ATA programs with the regional Telugu Associations and executive committee of ATA. Send newsworthy items or articles from the respective regions for publication in the organization newsletter.

Section 2: Overseas Coordinators

The president with the approval of the Board of Trustees shall nominate up to two Overseas Coordinators for the term to coincide with the term of the officers of the organization. All India Coordinators shall implement the proposals approved by the Board of Trustees. The India Coordinators shall report to the board through the President of the organization. The Overseas Coordinators shall be responsible for all ATA activities in India to monitor, organize and coordinate ATA programs. Send newsworthy items or articles for publication in the organization newsletter.

Article XV: EXECUTIVE DIRECTOR

The President, with the approval of the Board of Trustees, shall appoint an executive Director for the initial term of two (2) years. The term may be extended for a period of two (2) years, unless replaced sooner by the board of trustees with 2/3rd majority of full board of trustees. The executive director should have been associated with ATA for long time, and who has deep commitment for the organization, and his position needs to compliment the secretary's duties and in addition should take a lead role in coming up with ideas to promote and expand the organization. He or she should be an adviser and a close associate to president to discuss and aid to implement the policies and goals of the president and the board. He or she shall be compensated at the discretion of the board of trustees.

Article XVI: OFFICE COORDINATOR

The President, with the approval of the Board of Trustees, shall appoint ATA Home Office Coordinator for the initial term of two (2) years. The term may be extended for a period of two (2) years, unless replaced sooner by the board of trustees with 2/3rd majority of full board of trustees. He/she must
reside within 50 miles radius of ATA official address. He/she has been associated with ATA for long time and who has deep commitment for the organization. His/ her functions are to oversee the day to day office functions, assist in transition of the office bearers and other functions that may from time to time approved by the board of trustees through the president. He or she shall be compensated at the discretion of the board of trustees.

**Article XVII: DISSOLUTION**

President with the approval of 2/3rd majority of full board can propose to dissolve the corporation to the General Body for approval of the dissolution of the corporation. The dissolution shall be deemed approved if accepted in writing by 2/3rd majority in each category of ballots received from Grand Patron, Patron, and Life members. Upon dissolution of the corporation, the Board of Trustees shall, after paying or making provisions for the payment of all the liabilities of the corporation, dispose of all the assets of the corporation exclusively for the purpose of such corporation is such manner, or to organization or organizations organized and operated exclusively for charitable, education, religious or scientific purposes as shall at the time qualify as an exempt organization or organizations under section 501 c) (3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law), as the Board of Trustees shall determine. And such assets not so disposed of shall be disposed of by the Court of Common Pleas of the County in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purpose. Functioning of this organization shall be in accordance with the Articles I through XVII of this constitution.

**The End**