

Association of Nepalese Mathematicians in America

Constitution

(January 2011)

ARTICLE I: NAME OF THE ORGANIZATION

The name of this organization shall be Association of Nepalese Mathematicians in America (hereinafter called ANMA). ANMA is a not-for-profit organization, formed by Nepalese Mathematicians in USA.

ARTICLE II: PURPOSE

- Section 1** ANMA shall serve to provide resources to Nepalese Mathematicians in Nepal and Abroad that foster scholarship and professional growth.
- Section 2** ANMA shall serve to advance research in Mathematical Sciences in Nepal as well as in the community of Nepalese Mathematicians (Math Education, Education Math Statistics and Mathematics) in USA.
- Section 3** ANMA shall serve as a forum for Nepalese Mathematicians in the globe to share experiences and techniques that influence teaching Mathematical Sciences.

ARTICLE III : MEMBERS AND MEMBERSHIPS

- Section 1** All Nepalese Mathematicians in America with at least master's degree or currently in master's degree program of mathematical sciences are eligible for membership. ANMA shall not exclude any person of on the basis of race, religion, color or sex. A yearly membership fee shall be paid once a year before annual general meeting.
- Section 2** Executive Committee (defined in ART IV) can decide to issue the honorary membership to persons or organizations who have made substantial contribution to ANMA. Honorary members need not pay any membership fees.

ARTICLE IV: EXECUTIVE COMMITTEE

- Section 1** The Executive Committee shall be composed of President, Vice-President (two), General Secretary, Treasurer and four members.
- Section 2** The Executive Committee shall be responsible for ANMA at all times.
- Section 3** These officers shall be elected from an alternate annual meeting of the

association. All officers shall serve without compensation. Election shall be held every two years. No officers shall serve more than two consecutive terms in the same position.

Section 4 Executive Committee members may be removed from office as the result of misconduct in office. Removal of officers shall be conducted in accordance with ARTICLE VII.

ARTICLE V: MEETINGS

Section 1 At least one general meeting of all members of ANMA shall be held per year via telephone conference or by any other means of communication. The Executive Committee has the right to call more than one meeting a year if needed. The agenda for the meeting will be determined by the President and the Executive Committee.

Section 2 The President shall call special meetings when requested by the Executive Committee, or by a written petition from one-third of the general members presented by any member of the Executive Committee. Except in the cases of emergency, at least five days prior notice shall be given via US mail, email or telephone to the Executive Committee members.

Section 3 A quorum for this organization shall be 51% both at annual General Assembly and the Executive Committee meetings.

ARTICLE VI: ELECTION OF OFFICERS

Section 1 The executive officers shall be elected for a two-year term by the General Assembly.

Section 2 Nominees for ANMA officer positions must be the member of ANMA.

Section 3 Officers shall be elected by a simple majority.

ARTICLE VII: REMOVAL OF OFFICERS

Section 1 Removal of Executive Committee members shall require formal removal proceedings resulting in a vote of two-thirds of the General Assembly in favor of removal. The requirements of quorum must be met for these proceedings.

Section 2 Removal proceedings of any committee member shall require a written complaint of misconduct presented to the president except in the case that the written complaint

is against the president in which the written complaint must be presented to one of the Vice-President(two). An Ad-Hoc committee shall be appointed to inquiries regarding the complaint. The investigating committee may recommend the Executive Committee either to present the complaint and committee's findings to the General Assembly, or to dismiss it.

Section 3 If the investigating committee recommends the removal of the member, the Executive Committee, upon review of the committee's findings, must follow Section 1 of Article VII.

Section 4 If the complaint is dismissed, all documentation regarding the complaint is to be Destroyed and the identity of the person whom the complaint was brought must be kept confidential.

ARTICLE VIII: DUTIES OF OFFICERS

Clause A The President

- Provide the leadership to obtain objectives of the organization.
- Call and preside over all meetings of ANMA and the Executive Committee.
- Appoint the officers for the subcommittees with other Executive Committee members' consultation.
- Responsible for selecting and booking speakers, setting agenda for regular programs and ensuring a meeting location. The President may choose to appoint a committee to assist in program related duties.
- Ensure that an annual audit of the ANMA is conducted.

Clause B The Vice-President

- Preside in the absence of the president.
- Perform the duties of president defined on Article VII Clause A in the case if the president is unable to perform the duties defined on Article VII Clause A.

- In case of the permanent absence of the president before the end of the term, one of the Vice-President (two) shall assume the position of President for the remainder of the former President's term.

Clause C The General Secretary

- Responsible for maintaining all records of ANMA.
- Deliver records to the incoming Secretary upon retirement from office.
- Keep all the official records of ANMA. The Secretary will keep minutes of the every meeting as the official record of ANMA.
- Assist the President in communications with the ANMA members.

Clause D The Treasurer

- Collect all dues, make all disbursements, and keep financial records for the ANMA.
- Submit financial records for audit, when required, by the Executive Committee and deliver them to the incoming Treasurer upon retirement from office.
- Furnish financial reports to the members at regular meetings as directed by the Executive Committee.
- Responsible for overseeing all fundraising activities initiated by the ANMA.

Clause E Members

- Perform the duties given by Executive Committee.
- Take part in every meeting of Executive Committee and make suggestions if necessary.

ARTICLE IX: NON- PROFIT STATUS

The organization will be registered exclusively for charitable, religious, education, and/or scientific purposes under section 501 (c) (3) of the Internal revenue Code. No substantial part of the activities of the organization shall participate in, or intervene in (including the

publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170 (c) (2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

ARTICLE X: DISSOLUTION

The property of this Association is irrevocably dedicated to the purposes mentioned in ARTICLE II, PURPOSE, and no part of the net income or assets of this organization shall ever inure to the benefit of any director, officer, or member of this Association, or to the benefit of any private individual, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. Upon the winding up and dissolution of this corporation, after paying or adequately providing for the debts and obligations of the corporation, the remaining assets shall be distributed to a non-profit fund, foundation, or corporation that is organized and operated exclusively for charitable purposes and that has established its tax-exempt status under Section 501(c)(3) of the Internal Revenue Code.

ARTICLE XI: AMENDMENTS

Any member may propose an amendment to this Constitution. The amendment shall be submitted in writing to the Executive Committee of ANMA. Any amendment to this Constitution shall require two-third vote of the General Assembly.