



MARITIME GEETA BHAWAN, INC.
(Incorporated under the Laws of New Brunswick)

CONSTITUTION

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CONSTITUTION

Article 1: NAME

- 1.1 The name of the organization is Maritime Geeta Bhawan, Inc., hereinafter referred to as "Bhawan", and is incorporated under the laws of the Province of New Brunswick, Canada.
- 1.2 The Bhawan shall be a charitable, non-profit, and non-political organization, and shall exist in perpetuity.

Article 2: LOCATION

- 2.1 The Bhawan is located at 259 Doak Road, in the City of Fredericton, County of York and Province of New Brunswick. The mailing address for the Bhawan is P.O. Box 303, Fredericton, New Brunswick, E3B 4Y9.

Article 3: OBJECTIVES

- 3.1 The objectives of the Bhawan are to promote the richness of the religious, ethical and social heritage of Hinduism and, more particularly, to foster the spirit of worship, dedication and Cultivate Hindu values of life as suited to modern times and present environments.
- 3.2 Bhawan defines Hindu as one who considers himself/herself as Hindu and reveres the Vedic authority and other corollary system of thoughts and instructions. Bhawan recognizes the validity of all religions and welcomes people of all faiths to its activities.

Article 4: MEMBERSHIP

- 4.1 All people who subscribe to or have an interest in some way in the objectives of the Bhawan as set out in Article 3 above, are eligible to become members and are welcome to participate in all activities of the Bhawan.
- 4.2 The following persons shall have voting rights:
- a. Annual members: Any family or individual making an annual contribution of \$100.00 by March 31 for two consecutive calendar year.
 - b. Life member: A Family or individual making a cumulative contribution of \$1,000.00 and more.
 - c. Premium member: A family or individual making a cumulative contribution of \$3,000 and more.
 - d. Patrons: A family or individual making a cumulative contribution of \$5,000 and more.
 - e. Donor: A family or individual making a cumulative contribution of \$10,000 and more.
 - f. Gold Donor: A family or individual making a cumulative contribution of \$25,000 and more.
 - g. Platinum Donor: A family or individual making a cumulative contribution of \$50,000 and more.
 - h. Founders/Diamond member: A family or individual making a cumulative contribution of \$100,000 and more.
 - i. All members will have to fill out a standard membership form, which will include contact information.
- 4.3 An annual member who fails to pay the consecutive contribution of last two years, by March 31 in each calendar year, will cease to be a

voting member for the next calendar year. This clause applies only to annual members.

- 4.4 All members of the Bhawan that are currently life members or patrons will have their status and protected, even if they do not meet the qualifications set out in 4.2.

Article 5: THE BOARD OF TRUSTEES

- 5.1 There shall be a Board of Trustees, hereafter referred to as "Trustees" made up of three members of the Bhawan.

The Trustees may opt to have two additional members sit on the Board. All members of the Board of Trustees should be life members, or above of the Bhawan.

- 5.2 Trustees shall be elected at the Annual General meeting to serve a term of three (3) years. A departing Trustee shall be eligible for re-election.
- 5.3 To maintain continuity, the Trustees shall be elected on a staggering term. Each term for a Trustee shall be for a period of three years.
- 5.4 A trustee shall serve without any remuneration and shall not receive, directly or indirectly, any profit from that position.
- 5.5 The Trustees will elect a Chairperson on an annual basis. A departing Chairperson shall be eligible for re-election. The Trustees shall meet at least four times a year and shall keep minutes of the meetings. Trustees will be guided by the democratic principles in making any decisions.
- 5.6 The Nominating Committee shall consist of all Trustees, the President and one member at large and the member at large acts as the electioneer.
- 5.7 The Trustees will advise the executive body in the day-to-day operation of the Bhawan as requested.
- 5.8 The Trustees will actively undertake following responsibilities: -

- a. Raising funds for the Bhawan generally through donations and by organizing lawful activities on behalf of the Bhawan.
 - b. Causing and operating special funds for procuring facilities such as buildings and equipment as may be required or anticipated for meeting the overall objective of the Bhawan.
 - c. Overall supervision of the functioning of Bhawan including the budgetary matters.
 - d. Appointing an active member, to co-ordinate the activities of visiting religious and educational groups, and to serve as a representative at multifaith gatherings.
 - e. Borrow money on credit on behalf of the Bhawan as required.
- 5.9 The Board of Trustees and President can form a committee to perform any specific developmental activities of the Bhawan on a need basis. The committee shall consist of Trustees, President and represents from the members at large nominated by the Trustees and President.

Article 6: THE EXECUTIVES

An Executive Board can be elected from all categories of regular members.

- 6.1 The Executive Board shall consist of a President, the Past President, a Secretary, a Treasurer, a Technology Coordinator and a Program Coordinator.
- 6.2 The President shall be the chief executive officer of the Bhawan and shall preside at all meetings. In his/her absence, the Past President will preside over the meetings. In the absence of both the President and the Past President, a member of the Board of Trustees will preside over the meetings and execute the duties of the President.
- 6.3 Members of the executive, other than the immediate Past President, shall be elected at annual meetings for a period of two (2) years. A departing member is eligible for re-election.

- 6.4 Members of the executive shall serve without any remuneration and shall not receive, directly or indirectly, any benefit from their position as such.
- 6.5 The President shall hold regular meetings as he or she deems necessary, and at least four (4) times a year. Three (3) members will constitute the quorum at any regular meeting.
- 6.6 The President may fill, in consultation with the Board of Trustees, any vacancy on the executive body arising from the resignation of the Secretary, Treasurer, Program Coordinator and Technology Coordinator within 60 days. Any such appointment will be ratified at the next general body meeting.
- 6.7 The President, in consultation with Executive body, may form a committee as deemed necessary, to assist in the management of Bhawan activities.
- 6.8 The powers and duties of the Executive body are as follows. The executive body shall: -
- a. Be responsible for the smooth operation of day-to-day activities of the Bhawan.
 - b. Establish goals, prepare the budgets, and outline the programs to achieve the objectives of the Bhawan.
 - c. Approval of all financial commitments in consultation with the Board of Trustees.
 - d. To consult and respect the wishes of Board of trustees.
- 6.9 The duties of the members of the Executive shall consist of:
- a. The President shall be responsible for organizing all activities of the Bhawan, sending e-mails to devotees regarding the happenings at the Bhawan, and shall submit an annual report to the General Body. In addition, President will assist the Secretary in organizing and coordinating the visits of educational and religious groups.

- b. The Past-President shall undertake duties as required by the President.
- c. The Secretary shall keep proper records including a membership register, minutes of all meetings, circulate minutes amongst the executives, coordinate with Program Coordinator and Technology Coordinator to update information on website.
- d. The Secretary shall keep proper records including a membership register, minutes of all meetings. circulate minutes amongst the executives, coordinate with Program Coordinator and Technology Coordinator to update information on website.
- e. The Treasurer shall keep the accounts of the Bhawan, collect contributions, issue receipts and prepare the annual financial statements of the Bhawan. In addition, the Treasurer will also be responsible for maintaining a supply of inventory as deemed necessary.
- f. The Program coordinator, in consultation with the executive body, will be responsible for planning and executing all religious and cultural activities of the Bhawan.
- g. The Technology Coordinator will maintain the web site of the Bhawan, update and post any upcoming events on the website and social media, explore new technologies and process to ease and strengthen/safeguard Bhawan's day to day business activities.

Article 7: MEETINGS

- 7.1 In the normal course of events, the Annual General meeting of the Bhawan shall be called on the Sunday closest to May 15. General meetings of members may be called by the Executive as and when required.
- 7.2 Every meeting, regular or special, shall be presided by the President or the Past-President. Twenty percent (20%) of the membership can request, in writing, that a special meeting of the Bhawan be convened. The membership requesting the special meeting must, at the time of making the request, specify the agenda. The Secretary, after due

consultation with the Executive body and Trustees, will call the meeting within twenty-one (21) days of the request being received.

- 7.3 Board of Trustees may elect to call a Special General meeting as deemed necessary. This will be chaired by the chairperson of the Board of Trustees.

Article 8: FINANCES

- 8.1 A Special fund with a separate bank account shall be maintained by the Bhawan. Trustees and the president will decide time to time if this special fund is required.
- 8.2 The special fund shall be used for the purpose of acquiring real estate for the expansion of the Temple, repair of the Temple, or any other such purpose which promotes the objectives of the Bhawan, provided all payments out of this fund are first approved by Trustees and the Executive.
- 8.3 All other monies of the Bhawan shall be held in the general fund.
- 8.4 All payments out of the general fund shall be approved by the Executive. Any payment exceeding One Hundred Dollars (\$100.00) shall be made by a cheque. A petty cash, as specified in the By-Laws of the Bhawan will be maintained and used to pay for incidental expenses. Two members of the Executive (President & Treasurer) and one member of the Board of Trustees will have cheque signing authority.
- 8.5 The annual financial statements of the Bhawan, together with the report from the Executive Board shall be approved by the Board of Trustees before submitting to the General body.
- 8.6 The fiscal year of the Bhawan shall be from April 1st to March 31st of each year.
- 8.7 Annual financial statements of the Bhawan shall be audited by an Auditor, appointed by the Trustees.

Article 9: ELECTIONS

- 9.1 Elections will be held at the Annual General meeting.
- 9.2 On the day of election, the Secretary will affix on the door of the hall, the names of all members with voting rights.
- 9.3 The Nominating Committee will consist of all members of the Board of Trustees, the President and one member at large. The Nominating Committee will call for nominations for all available office holders at least thirty (30) days prior to the date of the election. All nominations shall be in writings duly signed by two members of either the Executive Board or Trustees, and by one Life Member or above. Nominations are to be submitted to the Nominating Committee at least ten days prior to the Annual General meeting.
- 9.5 Nominations from the floor by way of a motion will be permitted at the Annual General meeting. The proposer and seconder of the motion shall be either a life member or above.
- 9.6 The Nominating Committee will submit all nominations and conduct the election of officers as required. All elections will be decided by a simple majority vote of the members present.
- 9.7 For smooth running of a Bhawan and keeping the continuity of the workings and programs, if no nominations are received, the Executive and the Trustees, or any member(s) thereof shall continue to function for another term.
- 9.8 No person shall occupy any same position either as Trustee or Executive for more than two consecutive terms.
- 9.9 No person from the close family members shall occupy any positions either as Trustee or Executive for same period.

Article10: AMENDMENTS TO THE CONSTITUTION

10.1 This constitution may be amended by the general membership by a two-third (2/3) majority vote of the members present at an Annual General meeting or a special General meeting, provided written notice of the proposed amendment is given to the membership at least fifteen (15) days prior to the meeting.

Article 11: BOOKS AND RECORDS

11.1 The Secretary and Treasurer will be custodian of all books and records of day-to-day operation of the Bhawan and the Board of Trustees will be responsible for keeping all long-term records.

Article 12: KIND OF ORGANISATION

12.1 Bhawan is a socio-religious organization and in no way will become involved with any political activity in Canada or elsewhere. This does not bind its members who may do so as individuals.

Article 13: FUND RAISING ACTIVITIES

13.1 Bhawan will accept donations and raise funds by lawful means for its various activities.

Article 14: WORSHIP

The Executive and the Trustees will strive to arrange:

14.1 The worship and social meetings at the premises of the Temple.

14.2 The celebration of Hindu Festivals and for other Hindu religious activities.

14.3 The lectures and workshops etc. (for Bhawan members as well as the general public) on Hindu philosophy by eminent scholars on Hinduism so as to promote Hindu culture.

14.4 For the performance of Hindu rites.

Article 15: NON-CONFIDENCE

- 15.1 A non-confidence vote may be called for by life members and above against the entire Executive, but not against a particular member. The written motion must be signed by at least twenty-five (25%) of the total membership and provided to the Board of Trustees, at least twenty-one (21) days prior to the meeting at which time the motion is to be voted upon. A simple majority of membership present at such meeting of the Board of Trustees will be required to decide the motion.
- 15.2 In the event of a successful non-confidence vote against the executive body, the Trustees will act as executives until new executives are elected. In the interim, Trustees are authorized to appoint one or two executives from members who are not part of their current executives to assist them. The Trustees will have 90 days to elect a new team of executives.
- 15.3 A non-confidence vote may be called against the entire Board of Trustees but not against a particular member, by life members and above. The written motion must be signed against by at least thirty percent (30%) of the total membership and shall be provided to the Board of Trustees at least twenty-one (21) days prior to the meeting, at which time the motion will be voted upon. A simple majority of the membership present at such meeting will be required to decide the motion.
- 15.4 In the event of a successful non-confidence vote against the Board of Trustees, the Chairperson of the Board of Trustees will appoint one member from the donor group and one member recommended by the sponsor of the non-confidence motion to serve on the Board of Trustees. The new Board will have 90 days to elect a new Board of Trustees.

Article 16: DISCIPLINE

- 16.1 Visitors will not do anything to disturb the peace and sanctity of the Bhawan.

- 16.2 Visitors will respect the traditions of the Hindu religion.
- 16.3 Visitors will not bring, store or consume any alcohol or meat products on the Bhawan premises.
- 16.4 Visitors are asked to refrain from smoking either in the Bhawan or on the Bhawan grounds.

Article 17: QUORUM AND PROCEEDINGS OF THE MEETINGS

- 17.1 A quorum for the transaction of business at any general meeting of members shall consist of at least of twenty (20%) percent of the membership of life members, family members, patrons or donors; present in person or represented by proxies.
- 17.2 The proxy holder appointed by a member shall register the proxy with the Secretary prior to the commencement of the scheduled meeting. The proxy authorization shall bear the signature of the member appointing the proxy holder.
- 17.3. Any annual member or above who cannot be contacted by the Bhawan for three consecutive years will not be included when arriving at the total membership to determine the required quorum at any general or special meetings.
- 17.4 All proceedings at meetings shall follow parliamentary rules of order.

Article 18: BYLAWS

- 18.1 The Board of Trustees and the Executive body shall review the By-Laws of the Bhawan from time to time and will have the power to add or modify any clauses of the By-Laws as deemed necessary.

Article 19: DISSOLUTION

- 19.1 In the event of dissolution of the Bhawan, all assets and monies of the Bhawan shall be, on the recommendation of the Trustees and Executive and as agreed to by the general body of the Bhawan, distributed to recognized charitable organizations.
