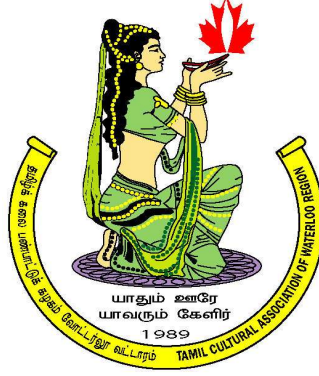


THE CONSTITUTION OF
TAMIL CULTURAL ASSOCIATION OF WATERLOO REGION
Ontario, Canada.
(Kitchener – Waterloo - Cambridge – Guelph)

Non-Profit organization registered under Ontario Corporation # 1509837



Article: 1 : Name

This Association shall be named and called
" TAMIL CULTURAL ASSOCIATION OF WATERLOO REGION" .

Article: 2 : Objectives

The Association:

1. Shall actively promote and nurture the Tamil Language, Arts and Culture.
2. Shall function as a non-profit organization.
3. Shall promote the goodwill, assist and maintain cordial relationships with Tamil community and with other associations in Canada and around the globe.
4. Shall act as a Non-political and Non-religious organization.
5. Shall associate with the Canadian multicultural Society and shall promote Inter-cultural activities.

Article: 3 Address:

The official address of the Association shall be the elected secretary's address or nominated by the committee.

Article: 4 Membership:

Membership is open to anyone who admires Tamil Language, Arts and Culture.

Article: 5. Membership Fee:

(a) The annual membership of ordinary member fee Shall be determined by the executive committee.

(b) Life members: the membership fee shall be \$100. This may be paid in three installments.

Article: 6 Voting Rights:

1. All members who are over 16 and have paid their membership fees in full shall be eligible to vote.

Note: A member should have gained his/her membership status at least 6 months prior to the day of voting.

2. In the event of the voting on any resolution or issues results in a tie, the president may decide the outcome.

New members who have obtained their membership 90 days before the Annual General Meeting shall be eligible to vote at the Annual General Meeting.

Article: 7 Executive committee

The executive committee shall comprise of the six(6) office bearers and another ten(10) general body members.

The following executive members shall be elected at the Annual General Meeting and shall hold the office for two years. The elected office -bearers except the patron Shall constitute the Executive committee:

1. Patron - Any distinguished person from the region Shall be nominated by the Executive Committee as the patron.
2. President
3. Vice - President
4. Hon. General Secretary
5. Hon. Assistant Secretary
6. Hon . Treasurer
7. Hon. Assistant Treasurer
8. General body members

a) Ten members shall be elected of who two shall be from previous executive committee.

Article: 8 Election of office bearers

The Secretary shall call for written nomination 30 days before the nomination. Names for the various offices duly signed should reach the Secretary 15 days before the Annual General Meeting.

Any position for which nomination name not been received shall be filled by the members at the Annual General Meeting.

Article: 9 Duties and functions of the President:

The President

1. Shall preside at all Annual General Meetings, Special General Meetings, Executive Committee Meetings, Special Executive Committee Meetings and Shall function as chief executive officer.

2. Shall take action against members who hinder the peaceful conducting of meetings.

Article 10 Duties and functions of the Vice - President

The duties and functions of the Vice - President shall be to attend to the work of the President in the absence of the President .The vice President however Shall have no power to operate the bank account of the Association.

Article 11: Duties and Functions of the General Secretary:

The General Secretary

1. Shall summon the meetings of the Association regularly after giving proper notice.

2. Shall record the minutes of all meetings and present it at the following meeting.

3. Shall keep an inventory of all properties, furniture and fittings, documents and files of the Association and to be responsible for them.

4. Shall take necessary action on decisions taken by the general body and the executive committee.

5. Upon the expiration of The Secretary's term of office, the Secretary shall entrust all records of the Association to the incoming Secretary.

6. Shall maintain a membership Register in which shall be recorded the name, address and telephone numbers of all members of the Association.

Note: The Secretary Shall not disclose any member's information without the written approval from the President or committee.

Article 12: Duties and Functions of the Assistant General Secretary:

The duties and functions of the Assistant General Secretary shall be to assist the General Secretary in the performance of the Secretary's duties. The assistant general secretary however Shall have no power to operate the bank account of the Association.

Article 13: Duties and Functions of the Treasurer:

The Treasurer

1. Shall collect membership fees from members.

2. Shall maintain an account of the income and expenditure of the association.

3.

4. Shall issue receipts for all cash received by the Association.

5. Shall keep in proper custody of all receipts and bills for expenses incurred by the Association.

6. Shall submit a statement of Income and Expenditure together with receipts and bills quarterly or when necessary at the Executive meeting.

7. Shall submit at the Annual General Meeting an audited Statement of Accounts for the year and the Auditor's Report thereon duly adopted by the executive Committee.

8. Upon the expiration of the Treasurer's term of office, the Treasurer shall entrust all records of the Association to the incoming Treasurer.

Article 14: Finance

1. All cash and cheques received by the association shall be kept in a chequing Account at a Bank nominated by the Executive Committee and keep the cheque books in the Treasurer's custody. The Treasurer can, however retain One Hundred Canadian Dollars(C\$100) as petty cash Imprest.
2. All cheques shall be signed by the Treasurer and the President or Secretary.

Article 15: Duties of assistant Treasurer

The duties and functions of the assistant treasurer shall be to attend to the work of the treasurer.

Article 16: Functions of the Executive Committee:

The Executive Committee

1. Shall implement the decisions of the general body and the Executive Committee of the Association.
2. Shall fill vacancies in the Executive Committee from among the eligible Members of the Association.

Note: Members absenting themselves from three consecutive committee meetings without valid reason shall be deemed to have vacated their posts. However, it shall be the duty of secretary to inform them in writing that they have been absent consecutively for three Executive Committee meetings, therefore they have been presumed to have vacated their posts and that action is being taken to fill the vacancies.

3. Shall allocate funds for necessary activities.
4. Shall examine and adopt the audited statement by the Treasurer at the Executive Committee Meetings.
5. Shall appoint when necessary SUB COMMITTEES to carry Out the functions of the Association.

May submit to the Annual General Meeting when necessary amendments to the Constitution.

1. Shall examine and adopt the Annual report of the Secretary and the Financial Report of the Treasurer.

Article 17 Meetings:

1. Executive Committee Meeting shall be held once in three (3) months with seven (7) days' notice or when necessary with two(2) days notice.

2. Special Executive Committee Meeting shall be held at the instance Of the President or Secretary or on a requisition signed by not less than six (6) members of the Executive committee. Three (3) days' notice shall be given of such meeting.

3. Annual General Meeting shall be held every year in the month of April on a date and at a time determined by the Executive Committee. At this meeting shall be submitted the Report of the Executive Committee and the Audited Accounts of the Treasurer in respect of the Previous year. The members of the Executive Committee and the Auditors for the current year too shall be elected at this meeting in accordance with articles 6, 7, and 8. At least 21 days notice shall be given of this meeting.

4. Special General Meeting shall be convened by the Executive Committee on its own initiative or on a requisition signed by not less that 1/3 members of the Association and submitted to the Secretary. At this meeting only matters listed in the agenda shall be considered. At least seven (7) days' notice shall be given of this meeting.

Article 18: Quorum:

The quorum for the meetings shall be: -

1. Executive Committee Meeting.. ... Seven (7)

2. Special Executive Committee Meeting Five (5)

3. Annual General Meeting one forth of the total membership or 15 whichever is less.

4. Special General Meeting One forth of the total membership or 10 whichever is less.

Article 19: Voting at the Committee Meeting

Resolutions brought forward at the Annual General Meetings, Special General Meetings , Executive Committee Meetings shall be deemed to have been adopted if passed by a simple majority.

Article 20: Rights of Members

1. A member wishing to examine the books of the Secretary or Treasurer shall give notice of his or her intention to do so to the Secretary in writing. Such member shall have the right to examine the said books at the office of the Association on a date and at a time fixed by the secretary, which shall be after one week of the receipt on the notice.

Article 21: Powers:

1. The President shall have the power to disallow any proposal or resolution brought forward by a member at the General Meeting or Executive Meetings if, in his or her opinion, such proposal or resolution is contrary to the aims and objectives of the Association is likely to bring dis-repute to the Association, or is likely to hinder the well-being or development of the Association.

Article 22 Amendments to the constitution

If it is considered necessary to amend or change the constitution, resolution to that effect shall be brought forward at the Annual General Meetings. Such amendments or changes shall be deemed to have been passed only if at least two - thirds of the members present at the meeting have voted in favor of the amendments or changes.

Article 23: Use of Language

All activities of the association shall be maintained in Tamil. Only the documents required by the Government or private sector shall be in English.

Article 24: Use of Letter Head

All official correspondence shall be on the official letter head and sealed and signed by the secretary and or the President.

Article 25: Internal & External Auditor

An internal and or External Auditor shall be elected or appointed by the members at the Annual General Meeting, to audit the accounts of the Association.

On an annual basis the association accounts of income and expenditure to be examined for the purpose of Revenue Canada.

(Annual General Meeting held on the 17th April, 2004, Waterloo.)

END