



CONSTITUTION & BYLAWS

Preamble	4
Constitution of the Association « Association des Jeunes d'ATL »	5
Section I – General Framework	5
Article 1: Creation	5
Article 2: Name and General Purposes	5
Article 3: Status, Registration and Address	5
Section II – Goals and Objectives	5
Section III – Membership	6
Article 3: Honorary Membership	6
Section IV – Rights and Responsibility of Members	6
Article 1: Rights of Members	6
Article 2: Responsibilities of Members	7
Section V – Termination and Reinstatement of Membership	7
Article 1: Termination of Membership	7
Article 2: Reinstatement of Membership	7
Section VI – Membership Dues and Financial Benefits	8
Article 1: Membership Dues	8
Article 2: Membership Benefits	8
Article 3: Conditions of Eligibility for Benefits	9
Section VII – Structures and Responsibilities	9
Article 1: Main Structures	9
Article 2: Other Structures	9
Section VIII – The Executive Bureau	10
Article 1: Status and Attributions	10
Article 2: Composition and Terms of Office	10
Section IX – Members of the Executive Bureau	10
Section X – Removal of an Executive Member	12
Article 1: Reasons for Removal	12
Article 2: Removal Procedure	12
Section XI – General Assembly	13

Article 1: Status and Attributions	13
Article 2: Meetings of the General Assembly	13
Section XII – Voting and Electoral Commission	14
Article 1: General Voting	14
Article 2: Electoral Commission	14
Article 3: Eligibility Criteria for the Executive Bureau	15
Article 4: Elected and Non-Elected Positions	15
Article 5: Election of Executive Bureau	15
Section XIII – Financial Management	16
Article 1: Bank Account	16
Article 2: Payments, Withdrawals and Transfers	16
Section XIV – Fiscal Year, Financial Resources and Audits	16
Article 1: Fiscal Year	16
Article 2: Financial Resources	17
Article 3: Financial Audits	17
Section XV – Non-Discrimination and Conflict of Interest	17
Article 1: Non-Discrimination	17
Article 2: Conflict of Interest	17
Section XVI – Interpretation and Dissolution	18
Article 1: Interpretation	18
Article 2: Dissolution	18
Article 3: Distribution of Assets	18
Bylaws of “Association des Jeunes d’Atlanta”	19
Section XVII – General Provisions	19
Article 1: Interpretation	19
Section XVIII – Membership and Benefits	19
Article 1: Membership Application	19
Article 2: Request for Benefits	19
Section XIX – Meetings of the General Assembly	19
Article 1: General Provision	19
Article 2: Excuses for Meeting Absence	20
Section XX – Fines and Grave Misconducts	20
Article 1: Fines for Actions Related to Meetings	20

Article 2: Grave Misconducts	20
Section XXI – Financial Management	21
Article 1: General Provisions	21
Article 2: Participation in the Njangi (tontine)	21
Section XXII – Nature of Benefits and Assistance Period	21
Article 1: Nature of Benefits	21
Article 2: Assistance Period	21
Section XXIII –Benefits for Fortunate Events	22
Article 1: General Provisions	22
Article 2: Birth of a Child	22
Article 3: Marriage of a Member	22
Section XXIV –Benefits for Unfortunate Events	22
Article 1: General Provisions	22
Article 2: Death of a Member	22
Article 3: Death of the Spouse of a Member	23
Article 4: Death of the Child of a Member who is less than 18 years old	23
Section XXV – Voluntary/Non-Mandatory Benefits	23
Section XXVI – Amendment of the Constitution and Bylaws	23

Preamble

We, Association des Jeunes d'Atlanta, are people who find their origin within the African continent. We come from different part of the world specifically Africa, and currently residing in or find affiliation to the State of Georgia, United States of America.

- Conscious of the fact that we are individuals and professionals of all walks of life
- Conscious of the need to enhance peaceful coexistence in the “Association des Jeunes d'Atlanta” Community of Georgia
- Conscious of the need to foster a spirit of solidarity within the “Association des Jeunes d'Atlanta”
- Conscious of the need to undertake development projects in Africa and other parts of the world
- Conscious of the need to protect and promote our cultural heritage.
- Conscious of the fact that “Association des Jeunes d'Atlanta” will function in compliance with Applicable Federal and State Laws of the United States of America

We hereby adopt these rules and regulations as a guide for the purpose, objectives, structure, and conduct for our adherence to “Association des Jeunes d'Atlanta” .

Constitution of « Association des Jeunes d'ATL »

Section I – General Framework

Article 1: Creation

- a. We, the “Association des Jeunes d’Atlanta,” are people who find their origin within the African continent and decided on the 16th day of January 2019 to create this Cultural Association. The association was officially launched on March 1st, 2019 with 31 members at its core as the co-founders of the association. The association was legalized in the state of Georgia as a nonprofit organization on the 26th of September 2019.

Article 2: Name and General Purposes

- a. The official name of the association shall be “Association des Jeunes d’Atlanta”
- b. The Acronym of the association shall be “AJA”
- c. The Motto of the Association shall be “VISION, SOLIDARITY, PROGRESS”
- d. AJA shall always remain a nonprofit association with its own bank account.

Article 3: Status, Registration and Address

- a. The headquarters of the association shall be in the city of Atlanta, State of Georgia, USA.
- b. The association shall be incorporated under applicable State and Federal laws of the United States of America as a non-stock, non-profit, non-governmental association.
- c. The official address of the association shall be the address of the President in Office or designee
- d. On the advice of the President in office and a vote of two-thirds (2/3) majority of the members, the address of the association may be at another designated location if it serves the interest of the association
- e. AJA is registered with a Tax ID since AJA is a nonprofit organization

Section II – Goals and Objectives

1. Provide a support system for “Association des Jeunes d’Atlanta”
2. Promote the proud cultural heritage of Africa.
3. Work towards supporting expansion in “Association des Jeunes d’Atlanta” across the US.
4. Enhance the socio-economic capacity of members of the “Association des Jeunes d’Atlanta”
5. Enhance our ability as a people to carry out economic, social, and cultural

development projects in Africa.

Section III – Membership

- a. Membership is open to all Africans residing in the State of Georgia and outside.
- b. Membership is open to the spouses of members of “Association des Jeunes d’Atlanta” residing in the State of Georgia
- c. Membership is open to Youth who are 18 years old and above and reside in the State of Georgia.

Article 3: Honorary Membership

- a. Honorary membership is open to people of high moral integrity and public influence who are willing to promote the activities of the association
- b. Honorary members can be resident in the United States or outside of the United States.
- c. Recommendations for honorary membership can be made by any member of the association.
- d. Recommendations for honorary membership may be based on recognition of contribution to the development of African countries, or ability to positively impact the “Association des Jeunes d’Atlanta”, communities in the US or African Countries or other community groups around the world
- e. Designation of an honorary membership must be approved by a vote of two - thirds (2/3) majority of the members of the association present during a General Assembly meeting

Section IV – Rights and Responsibility of Members

Article 1: Rights of Members

- a. Members shall make up the General Assembly of the association.
- b. Members shall have the right to attend the meetings of the association.
- c. Members shall have the right to vote at the meetings of the association.
- d. Members shall have the right to participate in the activities of the association.
- e. Members shall be entitled to the benefits of the association as prescribed in the Constitution and Bylaws.
- f. In the event of a physical absence to a meeting or an emergency decision needed from all the members, members shall have the right to vote or correspond through the means of social media (i.e. What’s app AJA group) or virtual meetings (i.e. Zoom)

Article 2: Responsibilities of Members

- a. Members shall abide by the Constitution, the Bylaws, and other rules of the association
- b. Members shall attend meetings and actively participate in the activities of the association.
- c. Members shall pay all the dues as stated in the Constitution, the Bylaws, and as may be determined from time to time by the General Assembly of the association.
- d. Honorary members shall not be dues paying members of the association. They shall always act in the best interest of the association. They shall attend and speak at meetings or participate in activities when necessary but shall not have the right to vote at meetings.

Section V – Termination and Reinstatement of Membership

Article 1: Termination of Membership

- a. Membership ceases in the event of the death of a member.
- b. Membership ceases when a member voluntarily resigns from the association.
- c. Membership ceases if a member fails to pay the weekly membership contribution for three (1) consecutive months.
- d. Membership ceases when a member is dismissed from the association for jeopardizing the reputation of the association. Dismissal of a member must be approved by a vote of two-thirds (2/3) majority of members present during a General Assembly meeting or virtual poll in which there are at least 2/3 of members, whichever is greater.
- e. Any individual who loses his/her membership shall not be entitled to the association's benefits and shall not be entitled to a refund of previously paid membership dues.

Article 2: Reinstatement of Membership

- a. Any former member can rejoin the association by reactivating their status as an old member. If a former member joins the association by reactivating their status as an old member, the member must pay all debts owed and be 100% compliant with all financial obligations prior to the reactivation of membership becoming effective.

Reinstatement of a terminated member must be approved through an evaluation followed by a vote of at least two-thirds (2/3) majority of members present during a General Assembly meeting or virtual poll in which there are at least 2/3 of members, whichever is greater. Any reinstated member must pay all debts owed and be 100% compliant with all financial obligations prior to the reinstatement of membership becoming effective

Section VI – Membership Dues and Financial Benefits

Article 1: Membership Dues

ALL member of AJA shall pay a nonrefundable fee of \$5 weekly for the AJA Bank / emergency funds of the Association. Tontine (Njangi) members are responsible for contributing an amount of \$50 weekly or more (at the member's discretion) for the Tontine account.

- a. All tontine members shall pay a total weekly contribution of \$55 (or more) in which \$50 (or more) will be given to the beneficiary of the Tontine every week and the total amount will be determined by the number of members.
- b. Money/Contribution for the Tontine should be received on Fridays by 6:00 pm Eastern Standard Time with late fee of \$20 that will be applied for all late contribution which will be added to the emergency funds.
- c. Everyone will send his / her contribution via Zelle or bank account directly to AJA bank account.
- d. The treasurer will disburse the funds of the tontine to the cashier/receiver by midnight on that Friday
- e. All New member of AJA shall pay a \$50 nonrefundable inscription fee and adhere to all AJA rules and regulation.
- f. A member or new member will have three months from the beginning of the New AJA Year membership to pay all emergency funds contribution in order to be considered for membership benefits.
- g. In a case where a member of AJA fails to adhere to his/her weekly contribution, funds will be deducted from the emergency bank to help cover the deficit.

Article 2: Membership Benefits

- a. The financial assistance in the event of marriage of a member shall be \$300 total contribution if the fund in the bank account of AJA is less than \$10,000.
- b. The financial assistance in the event of birth of a child / graduation shall be \$300 total contribution if the fund in the bank account of AJA is less than \$10,000.
- c. The financial assistance in the event of the adoption of a child shall be \$300 total contribution if the fund in the bank account of AJA is less than \$10,000.
- d. The financial assistance in the event of the death of a spouse of a member shall be \$1500 total contribution if the fund in the bank account of AJA is less than \$15,000.
- e. The financial assistance in the event of the death of a child or immediate parents of a member shall be \$1500 total contribution if the fund in the bank account of AJA is less than \$15,000.

- f. The financial assistance in the event of the death of a member shall be \$3000 total contribution per member if the fund in the bank account of AJA is less than \$20,000.
- g. Additional information about membership benefits shall be described in the Bylaws of the association.
- h. If the total amount in the bank account does not reflect the above bank account minimum needed, all total contributions required will be divided among all members.

Article 3: Conditions of Eligibility for Benefits

- a. All requests and determination of eligibility for benefits must follow the Constitution and Bylaws of the association.
- b. The beneficiary must have been a member of the association for at least six (6) months in good standing to be eligible for the benefits of the association.
- c. Any member who fails to attend four (4) consecutive General Assembly meetings (physically or virtually) and/or fails to contribute for four (4) consecutive weeks shall automatically become ineligible for the benefits of the association. Such a member shall remain ineligible for the benefits of the association for a period of three (3) months upon resuming meeting attendance. This provision shall not apply to a member who has a permission of absence on file with the Executive Bureau.

Section VII – Structures and Responsibilities

Article 1: Main Structures

- a. The principal structures of the association shall be the Executive Bureau and the General Assembly.
- b. The Executive Bureau shall represent the association in all administrative matters as well as representing the association and its Board of Directors where required by law.

Article 2: Other Structures

- a. The association may set up Ad-Hoc Committees/Commissions to carry out specific duties as shall be deemed necessary for the effective operation of the association.
- b. At the time of formation, ad-hoc communities shall be given a defined role including their period of existence. Depending on the circumstances, membership to such committees shall be constituted by election, appointment, or by volunteering.

- c. Examples of ad-hoc committees shall include but not limited to the Electoral Commission, Constitutional Committee, Dispute Resolution Committee, Audit Committee, Events and Fundraising Committee, Membership and Outreach Committee, and Food Committee

Section VIII – The Executive Bureau

Article 1: Status and Attributions

- a. The Executive Bureau shall be the administrative structure of the association.
- b. The Executive Bureau shall maintain and protect the integrity of the association.
- c. The Executive Bureau shall ensure that all activities are for the best interests of the association.
- d. The Executive Bureau shall implement the objectives of the association and all matters fully debated and entrusted to it by the General Assembly.
- e. The Executive Bureau shall convene the monthly General Assembly Meetings of the association and update members on the conduct of the affairs of the association.
- f. The Executive Bureau shall meet in person at least once a month in an Executive Meeting presided over by the President, and teleconference as often as the need arises. Decisions of executive meetings are not binding to the association for purposes of enforcement.

Article 2: Composition and Terms of Office

- a. The Executive Bureau shall comprise of nine (9) positions - President, Vice-President, Secretary General, Vice Secretary General, Financial Secretary, Vice Financial Secretary, Treasurer, Protocol Officer and Advisors
- b. Members of the Executive Bureau shall be elected by the General Assembly.
- c. Members of the Executive Bureau shall serve in office for a period of two (2) years.
- d. Executive Bureau members must be resident in the State of Georgia and all members of the association are eligible to run for election for a position in the Executive Bureau if they satisfy the eligibility requirements described in Section 12 of the Constitution.
- e. Except for the position of President, there shall be no limit on the number of terms a person can stand for elections and serve as a member of the Executive Bureau
- f. Any member of the Executive Bureau may resign their position at any time, with or without reason by notifying the President or General Assembly verbally or in writing and provide all AJA related documents in his/her possession.

Section IX – Members of the Executive Bureau

President

The President plays the administrative roles of the association. She/he shall compose the agenda and preside over meeting sessions, strive to bring to order AJA people in GA. The President shall implement bylaws of the association, create ad hoc committees in accordance with the will of the association and shall work closely with the executive. He/she shall represent the association in matters of litigation

Vice-President

In the absence of the President, the vice President shall assume all of the president functions.

The Vice-President shall work closely with the president to be ready to step in the role when needed.

Secretary General

The Secretary General shall write and keep the minutes and records of the association.

He/she shall serve members with minutes of previous meeting sessions and shall present a written annual report of the association's achievements or activities that year.

Vice-Secretary General

In the absence of the Secretary, the Vice Secretary General shall assume his/her responsibilities. The Vice-Secretary shall work closely with the Secretary General to be ready to step in the role when needed.

Financial Secretary

He/she shall write and keep all financial records of the meeting. He/she shall frequently update the meeting in plenary sessions and outline the financial state of the meeting, including the complete financial stance of each family member.

Vice Financial Secretary

He/she shall assist the Financial Secretary in the execution of his/her functions. He/she shall perform the duties of the Financial Secretary if the latter is absent or unable to. He/she shall perform other functions as assigned from time to time by the Financial Secretary. He/she shall assume the functions of Financial Secretary in case of incompetence as determined by a vote of two-thirds (2/3) majority of the members present during an Extraordinary General Assembly meeting or by virtual poll in which there are 2/3 of

members, including 2 executive members, whichever is greater.

Treasurer

The Treasurer shall be in charge of collecting all the money of the meeting and shall save this money in the association's bank account, keep deposit and withdrawal receipts and shall be aware of all expenditures or money raised in the name of the association. He/she shall closely monitor the finances of the association

Protocol Officer

The Treasurer Shall be responsible for maintaining order and discipline at the meetings of the association. He/she shall maintain order and discipline at all the activities of the association. He/she shall keep an attendance record of members at meetings, including attendance confirmation and events which members of the association are obligated to attend as prescribed by the rules of the association. He/she shall assist in the general functioning of the association and such other duties as assigned from time to time by the President.

Advisors

Advisors shall serve as advisory board to the president (in particular) and other executive members. Advisors can be honorary members, former president (s) or recommended by the President and approve by the Executive Bureau.

Section X – Removal of an Executive Member

Article 1: Reasons for Removal

A member of the Executive Bureau can be removed or impeached from office for the following reasons:

- a. Engage in acts that seriously compromise the reputation of the association.
- b. A positive determination of embezzlement of the funds of the association
- c. Engage in other acts of misappropriation of the finances of the association
- d. Absences from meetings that jeopardize the individual's functions as an Executive member
- e. Inability to perform the duties for which the Executive member was appointed or elected to perform

Article 2: Removal Procedure

- a. Any member can initiate an impeachment petition against a member of the Executive Bureau.

- b. All impeachment petitions must be submitted in writing to the Executive Bureau - oral impeachment petitions shall be null and void.
- c. Upon receipt of an impeachment petition the Executive Bureau shall formally notify the Executive member concerned of such a petition and bring the matter to the meeting for deliberation. Impeachment petitions must be included in the agenda of the meeting and the parties concerned shall be accorded equal time for oral arguments on the impeachment petition.
- d. Impeachment of an elected member of the Executive Bureau must be approved by a vote of two-thirds (2/3) majority of the members present during an Extraordinary General Assembly meeting or by virtual poll in which there are 2/3 of members, including 2 executive members, whichever is greater
- e. Removal of a non-elected member of the Executive Bureau shall be the prerogative of the President who appointed the Executive member

Section XI – General Assembly

Article 1: Status and Attributions

- a. The General Assembly is the supreme structure of the association
- b. The General Assembly shall include members as described in the Constitution
- c. The General Assembly shall vote on amendments of the Constitution and Bylaws.
- d. The General Assembly shall vote during elections of members of the Executive Bureau
- e. The General Assembly shall support the Executive Bureau in ensuring the successful execution of the projects and activities of the association
- f. The General Assembly shall consider and vote on all motions to sanction or dismiss members of the association and members of the Executive Bureau
- g. The General Assembly shall deliberate on meeting agenda, budget of activities, approve expenses, approve association activities, determine association dues, adopt rules and regulations, and adopt the minutes of meetings

Article 2: Meetings of the General Assembly

- a. Members of the association shall convene once every month in a General Assembly meeting to a designated member's residence or other defined by the General Assembly.
- b. The meetings of the General Assembly shall hold every first (1st) Saturday of that quarter
- c. The meetings of the General Assembly shall hold between the hours of 8:00pm to 10:00pm
- d. Extraordinary General Assembly meetings may be called by the President or a simple majority vote of the General Assembly

- e. Notice of meetings and the agenda shall be communicated by the Executive Bureau at least one (1) week before the date of the meeting. Members can propose items for meeting agendas and meeting agendas shall be subject to modifications by a simple majority vote of the General Assembly
- f. There shall be voting by proxy through virtual meeting means during meetings of the association. Everyone voting must be physically present in-person or virtually through social means (i.e. Zoom)
- g. The deliberations of meetings of the General Assembly shall be documented as the Minutes of the meeting of the association by the Secretariat
- h. Unless as otherwise specifically stated in the Constitution, all decisions of the General Assembly shall be by simple majority vote of the members present at the meeting
- i. The President of the association shall preside over all the meetings of the General Assembly. S/he may at his/her discretion, designate another member to chair a meeting session
- j. The quorum for General Assembly meetings of the association shall be 2/3 of the members who are physically present in-person or virtually, including 2 executive members, whichever is greater. When a quorum is established at the start of a meeting, the continued presence of a quorum is presumed to exist until the end of the meeting regardless of the actual number of participants who stay until the end of the meeting
- k. Additional information on General Assembly meetings shall be described in the Bylaws of the association

Section XII – Voting and Electoral Commission

Article 1: General Voting

- a. Voting at elections shall be by secret ballot to preserve the identity of the voter.
- b. Voting during the meetings of the association shall generally be by a show of hand
- c. There shall be voting by proxy in the association in the event that a member cannot be present in-person to vote, the member shall then reach out through social means or virtual meeting to present his/her vote

Article 2: Electoral Commission

- a. The Electoral Commission shall be an Ad-Hoc Committee of the association.
- b. The Electoral Commission shall comprise of three (3) “Election Commissioners”
- c. An Electoral Commissioner cannot be a candidate for office for the election in question
- d. The mandate of the Electoral Commission shall be to conduct the specific election for which it is created
- e. An Electoral Commission shall be created by the General Assembly in the month

- of January of an election year to structuralize elections for the Executive Bureau
- f. The Electoral Commission shall implement democratic principles in the conduct of elections in the association. At the conclusion of an election, all the members of the Electoral Commission shall certify by signature, the results of the election in front of the General Assembly
 - g. The results of elections shall be included as part of the Minutes of the meeting of the association and the certified copy remitted to the Secretariat
 - h. The mandate of an Electoral Commission shall end as soon as the election results are announced, and transition takes place between the former and new Executive Bureau.

Article 3: Eligibility Criteria for the Executive Bureau

A candidate for a position in the Executive Bureau must meet the following conditions:

- a. A candidate must have been a member of the association for at least one (1) year.
- b. A candidate must be one hundred percent (100%) current on all financial obligations to the association.
- c. A candidate must be in good standing with the association - not currently be in violation of the Constitution, Bylaws or failure to comply with other rules and regulations of the association.
- d. To maintain the African cultural heritage and cultural identity of the association, a candidate for the position of President must be born of at least one African parent.
- e. A candidate for the position of President must have been a member of the association consecutively for at least two (2) years and must have an attendance rate at General Meeting of at least seventy five percent (75%) over the last twelve (12) months preceding the date of elections.

Article 4: Elected and Non-Elected Positions

- a. The elected positions of the Executive Bureau shall be the President, Treasurer, Financial Secretary, and Vice Financial Secretary. The elected positions are determined based on the need to maintain the independence of the individuals who are elected to these Executive Bureau positions
- b. The non-elected positions of the Executive Bureau shall be the Vice-President, Secretary General, Vice Secretary General and Advisors. The non-elected positions are determined based on the need to empower the President to appoint individuals who are competent and willing to commit to working with him/her to execute the activities of the association

At the conclusion of an election, the Elected President shall appoint the members of the non-elected positions of the Executive Bureau. All appointments by the Elected President to the Executive Bureau must satisfy the eligibility criteria for the Executive Bureau as

prescribed in the Constitution

Article 5: Election of Executive Bureau

- a. The Electoral Commission shall organize elections of members of the Executive Bureau.
- b. Call for candidacies shall be done during the meeting of the month of January of an election year
- c. Election of members of the elected positions of the Executive Bureau shall take place during the meeting of the month of January of an election year.
- d. Each candidate for an elected position of the Executive Bureau shall declare their candidacy for a specific position in advance of the elections
- e. Installation of the members of the Executive Bureau shall be done by the Electoral Commission the same day or at the next meeting of the association
- f. In case of a vacant position during the mandate of the Executive Bureau, the vacancy should be filled through a vote following general voting guidelines as stipulated by the Constitution. If the vacancy in question is the office of the President, the Vice-President shall act in the capacity of President until the end of the mandate of that Executive Bureau

Section XIII – Financial Management

Article 1: Bank Account

- a. The General Assembly shall authorize the opening of bank account(s) for the association.
- b. The President shall be the custodian of the check book of the association and shall ensure its availability at every meeting of the association.
- c. The bank statements shall be sent to the Financial Secretary who shall update the General Assembly on the financial status of the association on a quarterly basis.
- d. There shall be two (2) signatories to the bank account(s) of the association - the President and the Treasurer.
- e. All funds collected on behalf of the association must be deposited into the association's bank account within three (3) business days of the meeting. If for any reason this cannot be done as stipulated, the President must be notified.

Article 2: Payments, Withdrawals and Transfers

- a. The Financial Secretary and Treasurer shall issue receipts for funds received for the association.
- b. All payments from the association's account shall be made by check, unless as may be otherwise specifically authorized from time to time by the General Assembly.

- c. No cash withdrawal or electronic money transfer shall be made from the association's account(s), unless as may be otherwise specifically authorized from time to time by the General Assembly.
- d. In case of a need for expenditure above \$250 between meetings which was not previously approved by the General Assembly, the President shall notify members by email communication of the expenditure

Section XIV – Fiscal Year, Financial Resources and Audits

Article 1: Fiscal Year

The fiscal year of the association shall be determined by AJA member

Article 2: Financial Resources

The financial and material resources of the association shall be derived from the following sources:

- a. Membership contributions.
- b. Revenue and donations from social activities and fundraising events.
- c. Gifts and other contributions from individuals and private or public organizations.
- d. Interests from investments and income from the sale of the association's materials.

Article 3: Financial Audits

- a. The Executive Bureau shall make a mandatory call for Financial Audit every second month of the AJA year per the election calendar of the association
- b. The purpose of the mandatory call shall be to give members of the association an opportunity to examine the financial records of the association
- c. If the call goes unanswered, the affairs of the association shall continue as usual. If the call is answered, members willing to perform the financial audit shall constitute an Audit Committee
- d. In case of disputes regarding the financial audit report, the General Assembly may appoint an External Auditor to examine the financial records of the association

The President or any member of the association may request that a financial audit be conducted at any other time if there is reason to believe that there may be ongoing improper financial impropriety.

Section XV – Non-Discrimination and Conflict of Interest

Article 1: Non-Discrimination

The association shall not discriminate against anyone on the basis of age, gender, race, color, disability, sexual orientation, political opinion, tribe, or religious affiliation in the conduct of its activities

Article 2: Conflict of Interest

To avoid conflict of interest, no one person shall concurrently serve in more than one executive position during the term of an Executive Bureau

Section XVI – Interpretation and Dissolution

Article 1: Interpretation

In the event of a conflict between a provision of the Constitution and a provision of the Bylaws or any other regulations of the association, the provision of the Constitution shall prevail.

Article 2: Dissolution

- a. AJA Georgia may be dissolved by a vote of two-thirds (2/3) majority of the members of the association during an Extraordinary General Assembly meeting, provided that notice of the proposed dissolution has been submitted to the members of the association in writing.
- b. Email communication shall satisfy the requirement for written notice. The written notice of the meeting to vote on a proposed dissolution must have been sent at least ninety (90) days prior to the meeting date.

Article 3: Distribution of Assets

- a. In the event of dissolution, the Executive Bureau shall ensure that all current members of the association receive identifiable funds or property which they contributed to the functioning of the association
- b. Any assets of the association which cannot be attributed to any member may be given to organization(s) which are organized and operated exclusively for charitable or educational purposes as defined by section 501(c)(3) of the Internal Revenue Code (Tax-exemption)

Any remaining assets not disposed of by the Executive Bureau shall be disposed of by the Court in the jurisdiction in which the principal office of the association is then located

Bylaws of “Association des Jeunes d’Atlanta”

Section XVII – General Provisions

Article 1: Interpretation

- a. The Bylaws is adopted in compliance with Section IV (1)(e) of the Constitution of All AJA Group.
- b. The provisions of the Bylaws are enacted to clarify or supplement the provisions of the Constitution.
- c. In the event of a conflict between the Bylaws and the Constitution, the Constitution shall prevail.

Section XVIII – Membership and Benefits

Article 1: Membership Application

- a. Members must meet the eligibility criteria established by the Constitution
- b. Be physically or virtually present at the meeting to register his/her membership
- c. Accept and adhere to the Constitution and the Bylaws of the association
- d. Complete the membership application form which includes address and contact information

Article 2: Request for Benefits

- a. All requests for benefits must follow the Constitution of the association.
- b. Request for benefits for unfortunate events must be reported to the Executive Bureau no later than seven (7) days of the event to qualify for the association’s assistance.
- c. Request for benefits for fortunate events must be reported to the Executive Bureau no later than fourteen (14) days of the event to qualify for the association’s assistance.

Section XIX – Meetings of the General Assembly

Article 1: General Provision

- a. General Assembly meetings shall be conducted as described in the Constitution
- b. The Executive Bureau in consultation with the General Assembly shall determine the hosting location for meetings of the association

- h. General Assembly meetings of the association shall be held at an AJA member's residence once a month.
- c. The Executive Bureau in consultation with the General Assembly shall determine the most feasible hosting arrangement for meetings of the association
- d. The Executive Bureau in consultation with the General Assembly shall prepare and circulate a schedule with meeting dates and hosting details for meetings of the association.
- e. The Executive Bureau in consultation with the General Assembly shall adjust and modify the meeting arrangements of the association in order to achieve the best planning for meetings of the association.
- f. All members should confirm attendance to meetings to the Protocol Officer by noon of the previous day of the scheduled meetings.

Article 2: Excuses for Meeting Absence

Valid excuses for meeting absence would include the following:

- a. The member lives outside the State of Georgia
- b. The member works outside the State of Georgia
- c. The member is sick and hospitalized on the day of the meeting
- d. In each case of excuse from meeting attendance, the member concerned must provide evidence to substantiate reason for the excuse.
- e. Any member who lives outside the State of Georgia shall be exempt from any applicable penalty for absences, but must remain current with all financial obligations and attend a General Assembly meeting or events at least once every 6 months

Section XX – Fines and Grave Misconducts

Article 1: Fines for Actions Related to Meetings

In order to ensure that meetings are conducted in an orderly and disciplinary manner, the following fines shall be imposed each time the offense is committed. The perpetration of these offenses shall be determined by the **Protocol Officer**

- | | |
|--|-------------------|
| a. 15 minutes late, and every 30 minutes thereafter | \$1.00-
\$5.00 |
| b. Noise making during the meeting | \$5.00 |
| c. Talking on cell phone during the meeting session | \$10.00 |
| d. Rudely interjecting when another member is speaking | \$5.00 |
| e. No calls – No Show | \$20.00 |
| f. late contribution to tontine/ njangi | \$20.00 |

Article 2: Grave Misconducts

The commission of the actions listed below shall be considered grave misconduct by a member of association:

- a. Embezzlement of association funds
- b. Insulting a member during a meeting
- c. Fighting with a member during a meeting
- d. Propagating gossips among meeting members
- e. Propagating tribalism among the members of the meeting

Any member found guilty of committing these offenses shall be liable to a penalty ranging from a fine of \$100 to the exclusion from the association. The commission of these offenses shall be determined by a vote of two-thirds (2/3) majority of the members of the association present physically or virtually during a General Assembly meeting.

Article 3: Table and Fines Related to diverse Misconducts

1. Table

Reasons	Fees
a)Late 15min	\$1
b)Late after 45min	\$2
c)Missing Meeting	\$5
d)Drinks During Meeting	\$10
e)Speak Without Permission(3 times)	\$5
f)Missing 3 Metting in Row	\$60
g)Missing Events that is Mandatory	\$25
Others	TBD

2. TBD (to be determined) is always going to be valid if the reason does not belong between reasons a)... to reasons g)

3. Missing three meetings in a row would make a member loses his/her benefits. The member will have one month to regularize their balance to a good standing in other to be reconsidered for benefits.

4. Leaving any communication group would have a penalty of \$25 for executives' members and \$15 for general members

Section XXI – Financial Management

Article 1: General Provisions

- a. The Financial affairs of the association shall be conducted as described in the Constitution.
- b. The Executive Bureau shall implement measures that ensure financial transparency in the association.

Article 2: Participation in the Njangi (tontine)

- a. All desiring Members of the association shall have the ability to participate in a njangi organized by the association
- b. The tontine contribution amount and duration of the njangi shall be determined based on the number of participants in the njangi

Section XXII – Nature of Benefits and Assistance Period

Article 1: Nature of Benefits

- a. Members shall assume responsibilities for eligible events as prescribed in the Constitution and Bylaws
- b. Members shall be entitled to benefits for eligible events as prescribed in the Constitution and Bylaws
- c. Spouses who are both members of the association shall benefit individually for eligible events
- d. Spouses who are both members of the association shall assume individual responsibilities for eligible events

Article 2: Assistance Period

- a. For events that occur in the State of Georgia, the association shall provide assistance within one (1) week after notification of the Executive Bureau
- b. For events that occur outside the State of Georgia, the association shall provide assistance within two (2) weeks after notification of the Executive Bureau

Section XXIII – Benefits for Fortunate Events

Article 1: General Provisions

- a. Fortunate or unfortunate event shall qualify for assistance regardless of where they occur
- b. The Executive Bureau shall undertake verification of report events prior to assistance

Article 2: Birth of a Child

In the event of the birth of a child by a member of the association:

- a. The association shall provide financial assistance as prescribed in the Constitution
- b. If a newborn reception is organized, members shall be encouraged to attend

Article 3: Marriage of a Member

In the event of marriage of a member of the association:

- a. The association shall provide financial assistance as prescribed in the Constitution
- b. If a wedding is organized, members shall be encouraged to attend.

Section XXIV –Benefits for Unfortunate Events

Article 1: General Provisions

- a. The Executive Bureau shall undertake verification of report events prior to assistance disbursements
- b. The cost of verifying the occurrence of unfortunate events may include financial disbursements which shall not exceed \$100
- c. The member reporting the event will be responsible for the verification cost of \$100 plus a penalty of \$100 if the event turns out to be false

Any member who makes a false claim for benefits of the association shall have their eligibility for AJA benefits suspended for a period of 5 years. Members who live outside the State of Georgia shall not be bound by or benefit from the mandatory presence requirements of the Bylaws for events organized

Article 2: Death of a Member

- a. Financial assistance shall be provided as prescribed in the Constitution
- b. Any contribution collected shall be given to the bereaved family in the following order: spouse, adult child, parent, or sibling.
- c. If a wake keeping is organized in Georgia, AJA members are obligated to attend or pay a fine of \$25 to AJA for non-attendance
- d. During the wake keeping, AJA women are obligated to bring food and AJA men are obligated to bring \$25 for drinks

Article 3: Death of the Spouse of a Member

- a. Financial assistance shall be provided as prescribed in the Constitution

- b. If a wake keeping is organized in Georgia, AJA members are obligated to attend or pay a fine of \$25 to AJA for non-attendance
- c. Spouse as described in this article applies to the legal partner of a member. For purposes of support, AJA only recognizes one spouse per member.

Article 4: Death of the Child of a Member who is less than 18 years old

- a. Financial assistance shall be provided as prescribed in the Constitution
- b. If a wake keeping is organized in Georgia, AJA members are obligated to attend or pay a fine of \$25 to AJA for non-attendance
- c. Child as described in this article applies to the biological, adopted children of a member, or when the member is the legal guardian. Official proof of adoption will be requested prior to AJA support for an adopted child

Section XXV – Voluntary/Non-Mandatory Benefits

In the situation of other fortunate and unfortunate events not specifically covered by the Constitution and Bylaws of the association:

- a. Members shall be encouraged to visit with the individual concerned as warranted by the specific situation
- b. Members shall be encouraged to attend events organized by individuals concerned to show support and the spirit of solidarity
- c. Members shall be encouraged to make voluntary financial assistance for the individual concerned as warranted by the specific situation

Section XXVI – Amendment of the Constitution and Bylaws

- a. The Constitution and Bylaws of the association shall be subject to a mandatory constitutional review every two year per the election calendar
- b. A Constitutional Committee shall be established to undertake the constitutional review process
- c. Members shall be entitled to propose and submit amendments to the Constitution and Bylaws
- d. The proposed amendments to the Constitution and Bylaws shall be presented in writing to the association during a General Assembly meeting for deliberations
- e. Amendments to the Constitution and Bylaws shall require a two-third (2/3) majority vote of members present physically or virtually during a General Assembly meeting in which there are at 2/3 of members, whichever is greater
- f. All resolutions of the General Assembly amending the Constitution and Bylaws shall upon adoption, become effective and enforceable immediately

The Constitution and Bylaws have been Considered and Adopted this Day

Signature of President

Signature of the Secretary General

(Name of President)

(Name of the Secretary General)