



LuoKTG Welfare Association

Article I – Name and Purpose

Section 1 – Name: The name of the organization shall be Luo Kitgi Gi Timbegi, also known as LuoKTG. It shall be a nonprofit organization incorporated under the laws of Texas.

Section 2 – Purpose: LuoKTG Nonprofit is organized exclusively for charitable giving and receiving. The name of this organization shall be LuoKGT Welfare Association.

It is a non-profit corporation and shall be operated exclusively for welfare and charitable purposes within the meaning of Section 501 (c)(3) of the Internal Revenue Code of 1986, or the corresponding section of any future Federal tax code.

The purpose of this Association is:

- i) To support and conduct financial giving in the event of a member's demise or a family member of a member's demise.
- ii) To prevent community degradation and deterioration by organizing and promoting social events to enhance our cultural heritage.
- iii) Improve community relations by nurturing individuals' self-improvement through cultural and educational means.

Article II – Membership

1. Management by Members

Management of the affairs of the Association is to be vested in its members

2. Class of Members

The Association will have two classes of members. Class A members will consist of members who

- i) Were born in Kenya
- ii) They are descended from someone born in Kenya; or
- iii) They are related to someone born in Kenya or descended from a Kenyan by marriage

Class B members (also known as "associate members") will consist of all members who do not belong to Class A.



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Members of Class B may not vote on matters submitted to a vote of the members. All members must meet the following qualifications for members: applying for membership in the Association by meeting such qualifications, completing such forms, and paying such membership fee/fees as shall from time to time be designated by the Board of Directors.

Section 3 – Eligibility for membership:

The membership is granted after completion and receipt of a membership application, which is a one-time non-refundable fee of **\$50.00**. A member shall not get any benefits from the Organization until they finish a cooling period of three months from the day of the registration after they pay their membership fee (**\$50.00**), and also pay their annual fee of **\$200.00**.

Every registered and existing member shall be obligated to make an annual payment of **\$200.00** to the kitty beginning of the year, between January 1st but not later than January 30th to help sustain their membership from the previous year. If an event occurs within this period, just before January 30th and an existing member has not yet paid their sustainer of **\$200.00**, it will be a requirement for them to pay their dues before the Associations can write them a bereavement check or the check is issued minus the amount due. If an occurrence happens to a member (in the event a member's death) before they make a payment within that period. The association will cut a check to the family members of the bereaved minus **\$200.00** for that year in question.

The enrollment period is open every year as from January 1st to March 31st for new members. They are the ones who will be given a grace period of three months when they enroll. This is a cooling period within which whether you have an occurrence (funeral), the Association shall not remit any payments to you or to your family. But you are free to organize harambee as needed to help assist with the funeral arrangements with the help of the bereavement (Funeral) committee in the Association.

Section 4 – Annual dues: The amount required for annual dues shall be **\$200.00** per person each year. Unless changed by majority vote of members at an annual meeting of the full membership. Continued membership is contingent upon being up-to-date on membership dues. Annual enrollment is open every year for a period of 3 months from beginning of January to end of March. This is to allow the new members to make their payments to the kitty.

Section 5 – Rights of Members: Each member shall be eligible to appoint one voting representative to cast a member's vote in association elections.

Section 6 - Resignation and termination: Any member may resign by filing a written resignation with the secretary. Resignation shall not relieve a member of unpaid dues, or other charges previously accrued. A member can have their membership terminated by a majority vote of the membership. Any paid up member leaving the Organization for any reason shall receive no refund. A member can cease to be one by simply stopping to make



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contribution to the kitty or participate in harambee of fellow affected members. In such a case, a member will not receive any assistance from the Association in case of any event occurrence.

Section 7 – Event Occurrence: This refers to a death of one of the group members or any immediate relatives. Immediate relatives here refers to (Mother, Father, Brother, Sister, Child/ren). The Association shall write a check of **\$10,000** and give it immediately to the dead group member's family if a registered member in good standing dies.

In the event of a registered Group member's death, each registered member of the Association will be charged with a responsibility to contribution **\$100** to the kitty.

In the event of a death to a member's relative as listed above – the Association shall immediately make a check of **\$5,000** payable to the member of the dead family member.

Note: This will in no way, shape, or form affect your plans to solicit help from your friends, family or relatives for a harambee to help boost your coffers. This **\$10,000** or the **\$5,000** paid will be a commitment you have with the Association and her members when you signed up. It is for helping each other during this difficult times. Most of this money always assist with the initial funeral arrangements or airline ticketing. The way you use it is not a concern to the Association, it is your prerogative.

Section 8 – Non-voting membership: The board shall have the authority to establish and define non-voting categories of membership.

Section 9 – Benefiting: This association encourages all members to enroll themselves in a regular life insurance company in addition to the LuoKGT potential assistance. At the time of enrollment, a member will have to submit their beneficiary list of names, the loved ones they care about and would like to benefit in case of a family bereavement. The family members in the list should be a **husband**, a **wife**, a **brother**, a **sister**, a **father**, a **mother**, and all the affected children of the enrolled member – **children could be officially adopted children too**. This list has to be in writing by the time a member is enrolling for the membership. In case of a death, the association will have to confirm the purported death and even make necessary phone calls to Kenya or whatever that may be to just be able to ascertain before any funds are released or assistance is provided to the bereaved family.

The financial benefit to the affected member shall consist of financial assistance. Only if one of the immediate family members mentioned above are affected (dead). The financial assistance shall consist of at least **\$5000.00** (subject to the number of members at that time and whether or not the member has a paid up account) to the bereaved member of the family, in addition to 'harambee' which shall be organized by the membership at large for additional financial assistance.



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At that time of the harambee, all registered members shall be required to assist the affected family member with an amount not less than **\$50.00** per person, but if the death is a direct hit to a LuoKGT registered member then the contribution to the kitty from each member shall be a **\$100.00** per head.

For example, if we are **100 members**, that will be **n = 100** and **m = \$50.00** ($(50 \times 100) = 5,000$) as the amount to give. In the case of a family member's death, this changes to **m = \$100** ($(100 \times 100) = 10,000$) if indeed a member is dead. In this case, if a deceased member is a married member the living (husband or wife) shall also receive a check of **\$5,000** as a result.

Note: This amount is subject to change based on the number of enrolled members. That means, if the enrollment exponentially grow, then we shall have a multiplier effect and the amount will be increased accordingly over time.

In this case the bereaved receive **\$5,000.00** from the Association, even before any other harambee is organized and done. This is based off **100** registered members strong. That means, there is exponential effect based on the number of members – the more we are the better. It is a win-win situation. If you don't play, you don't win and you miss out or loose.

Section 10 – Revenue to the Association: In addition to fully relying on the member's contributions to the kitty, the association shall also periodically organize social events like parties with gate cover charges and other activities to help maintain a certain balance in the account to allow her to sustain and help members in times of need – like funerals. This will be subject to votes from the members.

Article III – MEETINGS OF MEMBERS

Section 11 – Regular meetings: Regular meetings of the members shall be held quarterly, at a time and place designated by the officials.

Section 12 – Annual meetings: An annual meeting of the members shall take place in the month of **October** every year, the specific date, time and location of which will be designated by the sitting officials. At the annual meeting the members shall elect directors and officers, receive reports on the activities of the association, and determine the direction of the association for the coming year.

Section 13 – Special Meetings: Special meetings may be called by the chair, the Executive Committee, or a sample majority of the board of directors, at least two thirds majority vote. A petition signed by 5% of the voting members may also call a special meeting.

Section 14 – Notice of Meetings: Printed notice of each meeting shall be given to each voting member, by mail, email, not less than two weeks prior to the meeting.



Section 15 – Quorum: The members present at any properly announced meeting shall constitute a quorum. The quorum shall have to be at least two thirds majority for the meeting to proceed.

Section 16 – Voting: All issues to be voted on shall be decided by simple majority of those present at the meeting in which the vote takes place.

ARTICLE IV – BOARD OF DIRECTORS

Section 17 – Board role, size, and compensation: The board is responsible for overall policy and direction of the association, and delegates' responsibility of day-to-day operations to the staff and committees. **The board shall have up to 10, but not fewer than 6 members.** The board received no compensation other than reasonable expenses.

Section 18 – Terms: All board members shall serve one-year terms, but are eligible for re-election for up to five consecutive terms.

Section 19 – Meetings and notice: The board shall meet at least quarterly, at an agreed upon time and place. An official board meeting requires that each board member have written notice at least two weeks in advance.

Section 20 – Board elections: New directors and current directors shall be elected or re-elected by the voting representatives of members at the annual meeting. Directors will be elected by a simple majority of members present at the annual meeting.

Section 21 — Election procedures: A Board Development Committee shall be responsible for nominating a slate of prospective board members representing the association's diverse constituency. In addition, any member can nominate a candidate to the slate of nominees. All members will be eligible to send one representative to vote for each candidate, for up to 6 available positions each year.

Section 22 — Quorum: A quorum must be attended by at least forty percent of board members for business transactions to take place and motions to pass.

Section 23 — Officers and Duties: There shall be six officers of the board, consisting of a chair, vice-chair, secretary, Assistant. Secretary, treasurer and Assistant Treasurer. Their duties are as follows:

The chair: Shall convene regularly scheduled board meetings, shall preside or arrange for



other members of the Executive Committee to preside at each meeting in the following order: vice-chair, secretary, treasurer.

The vice-chair: Shall chair committees on special subjects as designated by the board.

The secretary: Shall be responsible for keeping records of board actions, including overseeing the taking of minutes at all board meetings, sending out meeting announcements, distributing copies of minutes and the agenda to each board member, and assuring that corporate records are maintained.

The treasurer: Shall make a report at each board meeting. The treasurer shall chair the finance committee, assist in the preparation of the budget, help develop fund raising plans, and make financial information available to board members and the public.

Section 24 — Vacancies: When a vacancy on the board exists mid-term, the secretary must receive nominations for new members from present board members two weeks in advance of a board meeting. These nominations shall be sent out to board members with the regular board meeting announcement, to be voted upon at the next board meeting. These vacancies will be filled only to the end of the particular board member's term.

Section 25 — Resignation, termination, and absences: Resignation from the board must be in writing and received by the Secretary. A board members shall be terminated from the board due to excess absences, more than two unexcused absences from board meetings in a year. A board member may be removed for other reasons by a three-fourths vote of the remaining directors.

Section 26 — Special meetings: Special meetings of the board shall be called upon the request of the chair, or one-third of the board. Notices of special meetings shall be sent out by the secretary to each board member at least two weeks in advance.

ARTICLE V – COMMITTEES

Section 27 — Committee formation: The board may create committees as needed, such as Fund raising, Public relations, Data Collection, Social Committee, etc. The board chair appoints all committee chairs.

Section 28 — Executive Committee: The Four officers serve as the members of the Executive Committee. Except for the power to amend the Articles of Incorporation and bylaws, the Executive Committee shall have all the powers and authority of the board of directors in the intervals between meetings of the board of directors, and is subject to the direction and control of the full board.



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Section 29 — Finance Committee: The treasurer is the chair of the Finance Committee, which includes three other board members. The Finance Committee is responsible for developing and reviewing fiscal procedures, fund-raising plans, and the annual budget with staff and other board members. The board must approve the budget and all expenditures must be within budget. Any major change in the budget must be approved by the board or the Executive Committee. The fiscal year shall be the calendar year. Annual reports are required to be submitted to the board showing income, expenditures, and pending income. The financial records of the organization are public information and shall be made available to the membership, board members, and the public.

ARTICLE VI — DIRECTOR AND STAFF

Section 30 — Executive Director: The executive director is hired by the board. The executive director has day-to-day responsibilities for the organization, including carrying out the organization's goals and policies. The executive director will attend all board meetings, report on the progress of the organization, answer questions of the board members and carry out the duties described in the job description. The board can designate other duties as necessary.

ARTICLE VII — AMENDMENTS

Section 31 — Amendments: These bylaws may be amended when necessary by two-thirds majority of the board of directors. Proposed amendments must be submitted to the Secretary to be sent out with regular board announcements.

CERTIFICATION

These bylaws were approved at the general meeting by a two-thirds majority vote on May 22, 2016.

Secretary:

Date:



LUKTG Welfare Association