

The Spirit of Mesopotamia Bylaws*:

Introduction:

The Spirit of Mesopotamia is formed to advance education and cultural exchange as a not-for-profit, non-religious, non-political, and non-partisan Corporation registered in the state of California as a Corporation exempt under Section 501(c)(3) of the Internal Revenue Code.

Objectives:

The objectives of The Organization are promoting education, social and cultural ties among Iraqi-Americans residing in California and encouraging positive interaction with other cultures. Work for the preservation and promotion of the traditions, values and lifestyles of the Iraqi American culture; organize activities and events which promote and encourage understanding and respect for different cultural heritage among the youthful members of the community group as well as the mainstream population.

Governing Body is comprised of:

1. Board of Directors (BOD):

- 1.1- The Board of Directors, is a voluntary service, comprising seven (7) members directly elected by fully paid members for a period of 24 months.
- 1.2- During the first year the founders make up the BOD. The following years the BOD are voted in by paid members every year.

Responsibilities:

- 1.3- Manages the proper implementation of the objectives of the corporation, its Bylaws or any changes thereof, making business recommendations, and conducting elections.
- 1.4- Elects, at their first meeting and among themselves, the 4 members of the Executive Committee.
- 1.5- Authorizes the Executive Committee and reviews its reports
- 1.6- Approves applications for membership and review directors' and members' suspensions, terminations, resignations, and reinstatements (see article 6).
- 1.7- Set up action committees and appoints their leaders.
- 1.8- Calls for the annual general meetings with paid members to review previous year's activities, planning for the following year, and listening to members' ideas and aspirations and may call for special meetings at its discretion (see article 9).

- 1.9- Makes all monetary transactions on behalf of the Organization
- 1.10- The BOD may adopt, amend, or repeal bylaws by affirmative vote of a majority of the directors then in office (see article 14).

2. Executive Committee (EC):

2.1- Comprising 4 Directors elected by the BOD (see A3.2) and assigned as follows: President, Vice President, CFO, and Secretary. Their names must be lodged with the State of California.

Responsibilities:

- 2.2- EC manages the day to day workings of the Organization in accordance with its objectives and any applicable bylaws and as authorized by the BOD.
- 2.3- Implements the resolutions and orders of the BOD in the management of the business and affairs of the Organization (see article 9 sec.3)
- 2.4- Handles all monetary transactions and Keeps full financial records of the Organization and presents them to BOD when required.

3. Membership

Membership is open to all legal residents of California who are aligned with the objectives and mission statement of The Organization and are willing to uphold its policies, bylaws, and principles. All members have to fill an application to be reviewed and approved by the BOD.

Types of membership:

- 3.1- Annual paid membership: Fully paid members will have the right to elect the Board of Directors only and may participate in SOM committees and activities.
- 3.2- Friends of SOM membership: Unpaid membership, offered by the BOD, for persons recognized for their long commitment and positive contribution to the local community.

Procedure:

- 3.3- Applications: Each person must submit an application for membership endorsed by 3 fully paid members. The application will be reviewed by the BOD before approval; the Board's decision is final.
- 3.4- Fees: No person becomes a member until the fees are paid in full within 30 days of approval of the application otherwise a second application is required
- 3.5- Conditions for member suspension and termination:
 - a- Resignation of member or expiration of membership

b- Suspension by the BOD for failure to observe the rules of conduct of the Organization, or has engaged in conduct materially and seriously prejudicial to the purposes and interests of the corporation.

c- Notices: Suspended members will be given 15 day written notice, during which members may appeal to the BOD orally or in writing; the Board's decision is final.

4. Elections of the Board of Directors (BOD):

4.1- Elections are held once every 12 calendar months

4.2- BOD will determine the date of the elections and give 60 days' notice to paid members to nominate themselves within 40 days of the election date.

4.3- BOD shall set up an interim Election Committee comprising five (5) members, three (3) current directors of the BOD and two (2) paid members in good standing.

4.4- The Election Committee will receive the votes confidentially, count them and announce the results on the same election day and notify newly elected directors after 7 days of the election date and prior to the first meeting of the new BOD.

4.5- The previous BOD shall continue to operate for one additional calendar month overlapping with the new BOD to allow for seamless transition of authority and responsibly.

5. Accounting Committee:

5.1- The Accounting Committee is headed by the Financial Officer from the BOD plus two (2) paid members one of whom has a background in accounting.

5.2- The Accounting Committee shall operate in complete independence and transparency with oversight from the BOD.

5.3- Monetary donations are accepted with no conditions or strings attached. All donations are deposited in a Bank Account with a full record of donor information. The Accounting Committee shall issue receipts against all donations received with The Organization's tax-exempt number.

5.4- The Accounting Committee shall present quarterly reports to BOD for review and approval. After approval, a financial report shall be published on The Organization's official website.

6. Action Committees - a voluntary service:

To advance the work of the organization and cultivate voluntary community participation and involvement, the BOD encourages the setting up of social committees by paid members

Procedure:

6.1- Any paid member/s who wishes to set up a committee within the SOM Organization must coordinate with the BOD to ensure consistency with the objectives of the organization.

6.2- Proposed Committees include but not limited to:

- Youth
- Social
- Education
- Cultural
- Any Committee sanctioned by the BOD.

*Disclaimer:

SOM does not assume any responsibility or liability for errors or omissions for the information contained on this site. The information and links contained on this site is provided on an "as is" basis with no guarantees for completeness, accuracy, usefulness and timeliness and without warranties of any kind expressed or implied.