



Constitution of The Islamic Society of Greater Lansing

920 S Harrison
East Lansing, MI 48823

Table of Contents

Article I. Aims and Purposes	4
Section 1.01	4
Section 1.02	4
Article II. General Body	4
Section 2.01 General Assembly	4
Section 2.02 Membership	5
Section 2.03 Voting Rights	5
Article III. Board of Trustees	5
Section 3.01	5
Section 3.02	6
Section 3.03	6
Section 3.04	6
Section 3.05	6
Section 3.06	7
Section 3.07	7
Section 3.08	7
Article IV. Executive Committee	7
Section 4.01	7
Section 4.02	8
Section 4.03	8
Section 4.04	8
Article V. Officers of the Society	8
Section 5.01 President	8
Section 5.02 Vice-President	8
Section 5.03 General Secretary	9
Section 5.04 Finance Secretary	9
Article VI. Operational Committees	10
Section 6.01 Community Services Committee	10
Section 6.02 Dawah Committee	10
Section 6.03 Education Committee	10
Section 6.04 Property Management Committee	11
Section 6.05 Public Relations and Outreach Committee	11

Section 6.06	Social and Membership Committee _____	11
Section 6.07	Women Committee _____	11
Section 6.08	Youth Committee _____	12
<i>Article VII.</i>	<i>School Committee</i> _____	<i>12</i>
Section 7.01	_____	12
Section 7.02	_____	12
Section 7.03	_____	13
Section 7.04	_____	13
Section 7.05	_____	13
<i>Article VIII.</i>	<i>Endowment and Investment Committee</i> _____	<i>13</i>
Section 8.01	_____	13
Section 8.02	_____	13
Section 8.03	_____	14
<i>Article IX.</i>	<i>Shura Council</i> _____	<i>14</i>
Section 9.01	_____	14
Section 9.02	_____	14
<i>Article X.</i>	<i>Fiqh Council</i> _____	<i>15</i>
<i>Article XI.</i>	<i>Finances</i> _____	<i>15</i>
<i>Article XII.</i>	<i>Elections</i> _____	<i>15</i>
Section 12.01	_____	15
Section 12.02	_____	16
Section 12.03	_____	16
Section 12.04	_____	16
<i>Article XIII.</i>	<i>Judiciary Procedures</i> _____	<i>17</i>
<i>Article XIV.</i>	<i>Amendments</i> _____	<i>17</i>
<i>Article XV.</i>	<i>Dissolution</i> _____	<i>18</i>
<i>Article XVI.</i>	<i>Miscellaneous</i> _____	<i>18</i>
Section 16.01	_____	18
Section 16.02	_____	18

Article I. Aims and Purposes

We, the Muslims of Greater Lansing have agreed to and have adopted the present Constitution for the Islamic Society of Greater Lansing, hereinafter called the Society.

The aim and purposes of the Society is to serve the best interest of Islam and the Muslims of Greater Lansing and the vicinity. Towards this end, the Society shall:

1. Promote unity and joint action among Muslims and create feelings of brotherhood
2. Arrange and hold congregational prayers and Islamic religious festivals at appropriate times;
3. Conduct social, cultural, religious, educational, and other activities in the best traditions of Islam;
4. Enable Muslims with the basic knowledge and competence in Islam to contribute individually and collectively toward meeting human needs in conformity with Islamic doctrines and belief;
5. Avoid any and all wrong practices, which are not consistent with the teachings of Islam;
6. Promote friendly relations between Muslims and non-Muslims;
7. Endeavor to make Islamic teachings known to interested non-Muslims;
8. Serve as a cultural center to the Greater Lansing area.
9. Coordinate and cooperate with national Islamic organizations such as MAS, ISNA, ICNA for the common good of Islam and Muslims.

Section 1.01

The Society shall maintain an office at the premises of the Islamic center, 920 South Harrison Road, East Lansing, Michigan 48823, or at such other place or places as designated by the Board of Trustees. Real Estate purchased by, or donated to, the Society shall be entrusted with the North American Islamic Trust (NAIT).

Section 1.02

The Society shall be a non-profit organization.

Article II. General Body

The General Body shall consist of all members of the Islamic Society of Greater Lansing.

Section 2.01 General Assembly

1. The General assembly is constituted by voting members of the Islamic Society of Greater Lansing
2. Twenty-five percent (25%) of the voting members shall constitute a quorum for the General Assembly, except when voting on amendments to the Constitution, in which case the quorum shall be Fifty percent (50%) of the voting members.
3. Annual meetings of the General Assembly shall be held once a year at which time the annual reports shall be presented and elections that are due that year shall be held.
4. Additional meetings of the General Assembly shall be held as required by the Bylaws.

5. Emergency meetings of the General Assembly can be requested either by the Executive Committee or by ten voting members or 10% of the voting members, whichever is higher.

Section 2.02 Membership

1. All individuals, eighteen years or older, subscribing to the purposes of the Society, as set forth in Article I, who agree to respect and adhere to the Constitution and the generally accepted practices of the Society shall be eligible for membership. Membership in the Society shall be subject to its Bylaws.
2. The Society shall have three classes of memberships:
 - a. Voting Members: A voting member shall be any Muslim resident of Greater Lansing, as defined in the Bylaws, who wishes to be a voting member of the Society and fulfills the membership dues as defined in the Bylaws. Two members of the General Assembly shall vouch for the applicant by co-signing the application. The Executive Committee shall notify the candidate of its decision.
 - b. Associate Members: All other individuals shall be eligible for Associate membership such as and not limited to a non-Muslim who may be interested in the Society and its activities.
 - c. Honorary Members: The Board of Trustees may honor a person by inviting him/her to be an honorary member of the Society.
3. A voting member who fails to pay dues, as set forth in the Bylaws, for more than one year shall be notified in writing to pay the dues. If the dues are not paid within ninety (90) days of such notification, the membership shall be deemed to have terminated.
4. Membership type:
 - a. Individual membership.
 - b. Family membership where husband and wife are voting members and children are associate members.
5. Annual versus lifetime membership: Individuals or families who choose to pay their membership on a yearly basis are annual members. They may also choose to pay life membership dues as defined in the Bylaws.

Section 2.03 Voting Rights

1. All voting members, shall have voting rights provided the member has paid his/her membership dues as set forth in the Bylaws of the Society.
2. Each voting member shall be entitled to one (1) vote on each matter submitted to voting in the General Assembly.
3. Each Family membership shall be entitled to two (2) individual votes on each matter submitted to voting in the General Assembly.

Article III. Board of Trustees

Section 3.01

The Board of Trustees, hereinafter called the “Board,” shall protect the long-term interests of the Society as guardian of the Constitution.

Section 3.02

1. The Board shall consist of eight voting members of the Society.
2. Six members shall be elected by the General Assembly, none of whom shall be a member of the Executive or School Committee.
3. The other two members shall be the President and the Chair of the School Committee, who during their tenure shall serve as liaisons between the Board on one hand and the Executive and School Committees on the other.
4. All eight members of the Board should have been voting members of the Society for at least one year to be eligible for membership in the Board.

Section 3.03

1. The term of a Board member, except for the President and the Chair of the School Committee, shall be four years, after which he/she cannot be nominated for a consecutive term. A Board member cannot be reelected or appointed to the Board until two years have passed since the end of his/her term.
2. The terms of the six elected Board members shall be staggered such that three members are elected every two years.

Section 3.04

1. The Board shall elect the Chairperson of the Board at the beginning of each calendar year.
2. No Trust member can serve more than one year as Chairperson during his/her term.
3. The President and the Chair of the School Committee shall not be elected as Chairperson of the Board.

Section 3.05

The Board, as guardian of the Constitution, shall:

1. Settle all disputes regarding the interpretation of any Article or part of this Constitution. Such interpretation or resolutions shall be in written form and approved by a two-thirds majority;
2. Develop the Bylaws of the Society with the consultation of the Executive and School Committees. The Bylaws shall detail policies and procedures that are not detailed in the Constitution. The Bylaws shall be approved by a two-thirds majority of the Board;
3. Develop and maintain a three to five year plan of development with the consultation of the Executive and School Committees; such plan should be reviewed and revised as needed;
4. Oversee the general activities of the Society to ensure that they are within the framework of the Constitution;
5. Oversee major expansion projects of the Islamic Center, conducted through the services of appropriate professionals;
6. Approve the annual budgets of the Executive and School Committees;
7. Develop rules and procedures for fund raising;
8. Approve hiring or termination of employment of all salaried employees;
9. Appoint members of the Endowment and Investment Committee, oversee the work of the committee, and make final decisions on the disbursement of funds;

10. Appoint members of the Shura Council and develop mechanisms for incorporating its advice.
11. Appoint members of the Fiqh Council.

Section 3.06

Resolutions of the Board of Trustees shall be by simple majority, unless otherwise specified. The Chairperson shall vote only to break ties.

Section 3.07

If a Board member resigns or leaves the area prior to the expiration of his/her term, the remaining Board members shall co-opt another Society voting member for the remaining tenure of his/her term, within two months from the date of vacancy.

Section 3.08

The Chairperson of the Board shall be responsible for:

1. Calling and presiding over Board meetings;
2. Being the spokesperson, representative and correspondent for Board activities;
3. The Chairperson of the Board or the Board member designated by him/her shall maintain a record of the minutes of every meeting of the Board. At the beginning of every meeting he/she shall present the minutes of the previous Board meeting for approval by the Board;
4. Calling and presiding over the General Assembly meetings, and preparing the agenda of the meetings with the consultation of the President.

Article IV. Executive Committee

The Executive Committee shall conduct all activities of the Society, excluding those that are assigned to the School Committee, and shall be in charge of operating the Islamic Center. It shall consist of fourteen members: four are the Officers of the Society (President, Vice-President, General Secretary, and Finance Secretary), eight are the Coordinators of the Operational Committees, and two are liaisons from the School Committee and the Michigan State University chapter of the Muslim Student Society (MSA). All fourteen members shall be voting members of the Society.

Section 4.01

The Committee shall be responsible for

1. Conducting all activities of the Society, excluding those assigned to the School Committee;
2. Coordinating with the School Committee so as to achieve the goals of the Society and ensure the smooth operation of the Center. The operation and maintenance of the facilities could be divided between the two committees, as described in the Bylaws;
3. Ensuring the coordination of the work of the various operational committees;
4. Hiring the Imam, Property Manager, Office Manager, and custodians, subject to the approval of the Board, and supervising their work;
5. Managing revenue-generating projects;
6. Forming Ad Hoc committees;
7. Preparing an annual plan for the activities of the committee;

8. Preparing and submitting to the Board an annual balanced budget for all activities and operational expenses of the Society, excluding the running expenses of the school;
9. Raising fund to balance the budget;
10. Publishing the annual plan, budget, and reports in the Society's newsletter;
11. Establishing mechanisms for receiving feedback from the community and acting on them.

Section 4.02

Resolutions of the Executive Committee shall be by simple majority, unless otherwise specified. The President shall vote only to break ties.

Section 4.03

The term of an Executive Committee member is two years. The terms of the School Committee and MSA liaisons shall be determined by the rules of these two bodies. A member of the Executive Committee shall not serve more than four consecutive years in the same position, and not more than eight consecutive years as a member of the Executive Committee.

Section 4.04

If an Executive Committee member, other than the School Committee and MSA liaisons, resigns or leaves the area prior to the expiration of his/her term, the remaining committee members shall co-opt another Society voting member for the remaining tenure of his/her term, within two months from the date of vacancy.

Article V. Officers of the Society

Section 5.01 President

The President is the chief executive officer of the Society. He/she is the spokesperson, representative, and correspondent for the Society in external activities. His/her duties are:

1. Chairing the Executive Committee;
2. Preparing the agenda for the Executive Committee meetings;
3. Serving as a member of the Board and as a liaison between the Executive Committee and the Board;
4. Presenting quarterly reports to the Board on the work of the Executive Committee.
5. Presenting reports on the state of the Society at the meetings of the General Assembly and in the Newsletter;
6. Supervising, either directly or by delegation, Ad-Hoc committees formed by the Executive Committee;
7. Ensuring the coordination of the activities of the Executive and School Committees.

Section 5.02 Vice-President

The Vice-President shall

1. Assist the President in carrying out his/her duties;
2. Act as a liaison between the Executive Committee and the various operational committees, including attending their meetings if needed;
3. Carry out the duties of the president in his/her absence;

4. Temporarily assume the functions of the President when requested as such by him/her or if the president is incapacitated. In the latter case, the Vice-president shall assume presidency for the remaining period of the President's term.

Section 5.03 General Secretary

The General Secretary shall

1. Prepare, maintain, and circulate the minutes of the Executive Committee and General Assembly meetings in a timely fashion;
2. Be present at every Executive Committee and General Assembly meeting and present the minutes of the previous meeting for approval;
3. Keep records on the progress of various operational and ad-hoc committees;
4. Keep the society registered in the State of Michigan;
5. Preside over the Executive Committee meetings when both the president and the vice-president are absent;
6. Maintain a membership directory and prepare the list of members eligible to vote in the election;
7. Maintain and frequently update a computer database of Muslims residing in Greater Lansing;
8. Publish the Society's newsletter. He/she may delegate this task to an editorial team, but shall supervise the content and publishing of the same;
9. Maintain and frequently update the Society's website on the Internet;
10. Communicate the Society's news to the Muslims of Greater Lansing via electronic and regular mail;
11. Certify signatures of new officers to the financial institutions.

Section 5.04 Finance Secretary

The Finance Secretary shall

1. Maintain the records of all financial transactions of the Society, including the accounts of the Executive Committee, School Committee, and all other accounts;
2. Keep a logbook of all cash donations;
3. Collect and deposit all the funds received on behalf of the Executive Committee;
4. Countersign all withdrawal checks on behalf of the Executive Committee;
5. Issue, or arrange for issuing, receipts/acknowledgement letters to all donors;
6. Prepare (under the direction of the Executive Committee) the annual budget for the next fiscal year;
7. Report the financial status of the Society to the President, Executive Committee, Board, and General Assembly;
8. Present before the Executive Committee a quarterly report on the status of the Society's financial affairs, including all donations (without exception) received by the Society;
9. Arrange for an annual audit of the financial accounts of the Society by a C.P.A.

Article VI. Operational Committees

The Executive Committee shall fulfill its duties with the help of eight operational committees. The General Assembly shall elect the coordinator of each operational committee for a two-year term and he/she shall be a member of the Executive Committee. The coordinator of each committee shall appoint the members of the committee, with the approval of the Executive Committee. Such members do not have to be voting members of the Society. The Bylaws may specify that up to two additional members of each committee be elected by the General Assembly from among the voting members. Each Operational Committee may have subcommittees that conduct the various tasks assigned to the committee. Each operational committee shall present an activity plan to the Executive Committee within one month from the beginning of its two-year term.

Section 6.01 Community Services Committee

The Committee shall be responsible for

1. Health services to the community;
2. Conflict resolution, premarital, parenting, and marriage counseling, in coordination with the Imam;
3. Refugee services, in coordination with the Social and membership Committee and local refugee-service agencies.

Section 6.02 Dawah Committee

The Committee shall be responsible for

1. The daily collective prayers, Friday prayers, Eid prayers, Taraweeh prayers, and Ramadan dawah activities;
2. Publishing the prayer calendar and Iqamah schedule;
3. Study circles, workshops, and seminar;
4. Inviting guest speakers;
5. Programs for dawah in the local community;
6. Programs for supporting new Muslims;
7. Programs for dawah in prisons;
8. Managing the Islamic Center's library.

In the presence of a hired Imam, he shall be a member of the committee.

Section 6.03 Education Committee

The Committee shall be responsible for

1. Weekend and/or evening Islamic and Arabic language classes for children in the K-12 age group;
2. Weekend and/or evening Quranic memorization programs for children and adults;
3. Adult education classes of particular interest to the community, such as Arabic language and English as a Second Language (ESL);
4. Introductory classes on Islam to new Muslims or non-Muslims who are interested to know about Islam.

Section 6.04 Property Management Committee

The Committee shall be responsible for

1. Custodian supervision and purchase of cleaning supplies;
2. Building maintenance and records retention, including equipment and rented property;
3. Landscaping;
4. Parking management and maintenance;
5. Facility scheduling, renting, and supervision during private special events.

In the presence of a hired Property Manager, he/she shall be a member of the committee and shall assist in carrying out the foregoing responsibilities.

Section 6.05 Public Relations and Outreach Committee

The Committee shall be responsible for

1. Interfaith activities with faith-based organizations;
2. Interaction with educational institutions;
3. Classes on Islam and Arabic for non-Muslims, in coordination with the Education and Dawah Committees;
4. Communication with the media;
5. Communication with government agencies;
6. Educating the public about Islam, including literature distribution and media exposure.

The Committee shall establish a working relationship with national Islamic organizations that carry out outreach activities.

Section 6.06 Social and Membership Committee

The Committee shall be responsible for

1. Social gatherings, including dinners, picnics, parties, Ramadan programs, and Eid celebrations;
2. Sports activities;
3. Community bonding and social interactions, including announcement of marriages, new babies, graduations, sickness, funerals, etc., and arranging visits to the affected members whenever appropriate;
4. Promoting membership in the Society through a year-around vigilance to recruit members and specific membership drives during the year.

Section 6.07 Women Committee

The Women Committee shall look after the special needs of the female members of the community. The coordinator of the committee shall be a female voting member of the Society.

The Committee shall be responsible for

1. Women's programs such as workshops, seminars, and study circles;
2. Inviting female guest speakers;
3. Social and sports activities for women;
4. Activities for young children;
5. Fundraising activities such as bazaars and bake sales;
6. Dawah programs for women;
7. Programs for supporting new female Muslims;
8. Community bonding, in coordination with the Social and Membership Committee.

Section 6.08 Youth Committee

The Youth Committee shall look after the special needs of the Muslim youth in the age group 13 to 19 by

1. Developing educational, recreational, and social programs that help them develop their Islamic character and integrate into the American society without compromising such character;
2. Establishing a working relationship with the youth Department of MAS.

The members of the committee shall be 18 years or older and shall serve as advisors for separate male and female youth groups. Each group will elect its own leader from among its membership for a one-year term and the two leaders shall be members of the Youth Committee. The group leaders shall be at least 16 years old at the time of their election.

Article VII. School Committee

The School Committee shall manage the full-time Islamic school of the Society. The school shall offer a program, in accordance with the teachings of the Qur'an and Sunnah, that

1. Teaches Islamic studies, including Qur'an, Hadith, Islamic ethics, Islamic history, and Arabic language;
2. Teaches general education subjects, including language arts, mathematics, science, and social studies according to the Michigan Curriculum Framework;
3. Offers extra curriculum activities;
4. Develops an Islamic learning environment that will strengthen the spiritual, moral, emotional, social, and physical character of the Muslim child.

Section 7.01

The Committee shall

1. Recruit, screen, and select candidates for the principal, teachers and other staff positions, and submit the names to the Board for approval;
2. Determine tuition rates and salaries;
3. Prepare and submit to the Board an annual balanced budget;
4. Raise fund to balance the budget;
5. Prepare and submit to the Board and General Assembly an annual financial report;
6. Determine the qualifications for admission to the school and the conditions for remaining therein;
7. Approve the course of study (curriculum) and textbooks;
8. Approve the school policies and handbooks;
9. Evaluate the staff;
10. Establish standing, advisory and ad-hoc committees.

Section 7.02

The Committee shall consist of seven voting members in addition to the School Principal as a non-voting member. All voting members shall be voting members of the Society and shall be elected/selected to serve a two-year term. There shall be three types of members:

1. The Chair, Vice-Chair and Treasurer shall be elected by the General Assembly. The Chair shall serve as a liaison with the Board and the vice Chair shall serve as a liaison with the Executive Committee;
2. Two members shall be parents elected by the parents; the School Committee shall administer the election in the first week of December each year;
3. Two members shall be selected by the Board after members in the first two groups have been elected, but no later than the 15th day of December.

The terms of members in the last two groups shall be staggered so that one member in the group is elected/selected every year.

Section 7.03

Resolutions of the School Committee shall be by simple majority, unless otherwise specified. The Chair shall vote only to break ties.

Section 7.04

A member of the School Committee shall not serve more than eight consecutive years, with no more than four consecutive years in any single position as Chair, Vice-Chair, or Treasurer.

Section 7.05

If a School Committee member resigns or leaves the area prior to the expiration of his/her term, the remaining committee members shall co-opt another Society member for the remaining tenure of his/her term, within two months from the date of vacancy. If the vacancy is in a parent representative position, the replacement shall be a parent. A parent representative shall lose membership in the committee if he/she no longer has children in the school.

Article VIII. Endowment and Investment Committee

Section 8.01

The Endowment and Investment Committee (EIC) shall be responsible for

1. Development of gifts and Bequests to the Society; this include, but not limited to, gifts to a general endowment fund or any special fund in accordance with the guidelines set by the Board;
2. Investment of the endowment funds or other funds that might be referred to it by the Board. The EIC may retain a professional investment advisor, should the size of the endowment funds warrant it. Funds shall be prudently invested with the purpose of preserving capital and generating income in a manner consistent with the principles of the Society.

Section 8.02

1. The EIC shall consist of five members appointed by the Board. The Board, as it sees fit, shall seek nomination in consultation with members of the community.
2. Each member shall have extensive knowledge and experience in investment selection and management.
3. The members of the committee shall select from themselves a chair for the committee.

4. Term of membership shall be four years, except for shorter terms needed to assure continuity.
5. No member shall serve more than two consecutive full terms. Appointment of members shall be staggered to ensure continuity. Some initial appointment shall be shorter than four years to facilitate staggering of appointments.

Section 8.03

The Committee shall serve in advisory capacity to the Board and shall be responsible to the Board and General Assembly, to which it shall submit reports from time to time. Since EIC is an advisory committee, it shall not have the authority to receive or disburse any funds for the Society; that authority resides with the Executive Committee.

Article IX. Shura Council

Section 9.01

1. The Shura Council is an advisory group that provides advice to the Board;
2. It shall meet and act only at the request of the Board;
3. Meetings of the Shura Council do not have to be in person for non-local members. For such members, consultation and deliberation via other means as telephone, e-mail and teleconferencing shall be acceptable.
4. The Shura Council members are expected to consult among themselves before providing advice to the Board.

Section 9.02

1. The Council shall consist of 20 to 30 members who are selected by the Board. The Board, as it sees fit, shall seek nomination in consultation with members of the community. Council members shall be selected as follows:
 - (a) 10 to 20 local members from Greater Lansing; they shall be members of the Society and shall
select the Chairperson of the Council from among themselves;
 - (b) 3 to 5 members to be selected from the surrounding Michigan Muslim communities;
 - (c) 3 to 5 members to be selected from national moderate mainstream Islamic organizations such as MAS, ISNA, ICNA (US and Canada).
2. Membership in the Council is open to men and women, and both genders shall be represented in the Council.
3. Term of membership in the Council shall be three years.
4. There shall be a limit of two consecutive terms for all categories of members. Selection of members to the Council shall be staggered such that only a portion of the members will be selected each year.
5. Members of the Council are to be selected based on several criteria that include, but not limited to:
 - i) knowledge, ii) experience and involvement in Muslim communities, iii) position in community/institution, etc.

6. Minimum age of a Council member shall be 30 years.
7. A member shall have the potential to be actively involved in the affairs of the Council.

Article X. Fiqh Council

The Council shall consist of three members of the community who are knowledgeable of Islamic Fiqh. In the presence of a hired Imam, he shall be a member of the council. It shall be responsible for

1. Religious services such as marriage, divorce, and funeral;
2. Answering religious Fiqh questions, whenever called upon to do so;
3. Managing the Society's Cemetery and maintaining a record of the Muslims who are buried there;
4. Distribution of zakah, with the involvement of the Finance Secretary.

The Board shall appoint the members of the council.

Article XI. Finances

The finances of the Society shall be managed according to the general principles outlined below. The Bylaws shall describe detailed procedures for managing bank accounts, fund raising, auditing, and other matters related to finances.

1. The Finance Secretary is the main officer in charge of finances. An ad-hoc finance committee, formed by the Executive Committee, may assist him/her.
2. The Finance Secretary is responsible for maintaining all the financial records of the Society.
3. The Finance Secretary and the Full-Time School Treasurer shall submit annual financial reports to the General Assembly.
4. The Society may accept any contribution from any source as long as it is consistent with the principles of Islam, the purposes of the Society, and the law of the land.
5. All funds collected for a specific cause shall be used for that cause.
6. A Certified Public Accountant (CPA) shall audit all accounts of the Society once a year. The audit report shall be submitted to the General Assembly.

Article XII. Elections

1. Biennial election shall be held on the third Friday of November every alternate year in order to elect three members of the Board, twelve members of the Executive Committee, and the Chair, Vice-Chair, and Treasurer of the School Committee. Additional members of the operational committees shall be elected if so stipulated in the Bylaws.
2. Term durations and limits are described in Sections 3.03, 4.03, 7.02, and 7.04.
3. A person cannot be a member in more than one of the three bodies: Board, Executive Committee, and School Committee, except for those who are designated as liaisons.

Section 12.01

1. An Election Committee comprising of three members shall conduct the election. The members shall be selected, one each by the Board, the Executive Committee and the School Committee, and shall be chaired by the member selected by the Board.

2. A member of the Election Committee cannot be nominated and elected to any of the posts.
3. A member of the Election Committee can exercise his/her voting privileges.
4. A member of the Board, Executive or School Committee cannot serve as an Election Committee member.
5. The Board, Executive, and School committees shall initiate the process of selecting the Election Committee by September 1. The deadline for forming the Election Committee is October 1.
6. The Election Committee shall meet as soon as it is formed and shall announce the election date and procedures and invite nominations for the same by October 15.
7. The deadline for receiving nominations shall be November 1.

Section 12.02

1. Only eligible voting members of the Society can vote in an election or be nominated for any of the posts. Membership is considered valid as long as the dues for that year are paid by November 1.
2. Nominees for the Board, the offices of President, Vice-President, and Finance Secretary, and School Committee's Chair, Vice-Chair, and Treasurer shall be voting members of the Society for at least one year by November 1.

Section 12.03

The Election Committee shall:

1. Contact nominees and confirm their acceptance of the posts for which they are nominated. If a person is nominated for more than one post, he/she can accept nomination for more than one post;
2. Verify eligibility of nominees, regarding membership requirements, term limits, and that a Board member whose term does not expire at the end of the year cannot be nominated for the Executive or School Committees;
3. The Election Committee may, at its sole discretion, add additional names to the ballot upon a two-thirds majority vote of its members, provided the added individuals accept the nomination.

Section 12.04

1. The Election Committee shall announce the final list of eligible nominees on November 8.
2. The time binding with each of the above dates is 7:00 pm. All announcements of the Election Committee shall be read after at least one Friday Prayer, posted at the Islamic Center, included in the Society's newsletter, and e-mailed to all community members on the e-mail list.
3. The General Secretary shall provide the Election Committee with membership information and help in preparing and disseminating announcements and election ballots.
4. The election shall proceed in the following order: members of the Board, officers of the Society, coordinators of the operational committees, and members of the school committee, in the order they appear in the constitution.
5. The newly elected Board, Executive, and School Committees shall assume their duties on January 1 of the year following the date of election.

The Election Committee shall establish procedures for conducting the election and will be guided by the Bylaws that define the election proceedings in further detail.

Article XIII. Judiciary Procedures

1. Charges of misdemeanor, misappropriation of funds, fraud, corruption, violation of the Constitution, cover-up of such offenses, etc., can be brought against a member or a group of members by a petition signed by at least ten voting members or 10% of the voting members, whichever is higher. The petition shall be handed over to the President and a copy of the same shall be sent to the chairperson of the Board.
2. The Board and the Executive Committee shall meet within two weeks of receipt of the petition in order to set up a panel to hear the charges. If the charge(s) is (are) against an Executive Committee member, the Board shall be responsible for calling the meeting for setting up the panel. If the charges are not against one or more Executive Committee members, the Executive Committee shall be responsible for calling the meeting to set up the panel.
3. The panel shall consist of a Board member, an Executive Committee member, and other members outside the Executive Committee and the Board. The member or the group of members against whom the charge(s) has (have) been brought shall have the option of picking by random drawing nine names from a basket containing the names of all the voting members of the Society, and the Executive Committee member who will serve on the panel shall be picked in a similar way.
4. The person(s) against whom charge(s) has (have) been brought does (do) not qualify to be on the panel. The member shall have been a voting member for at least six months to serve on the panel.
5. The Board member on the panel shall be the Chairperson of the panel.
6. If the person(s) accused refuses to exercise the right to draw names of members on the panel, the President or his/her replacement shall draw the names in the presence of the Executive Committee.
7. The Chairperson of the panel shall fix the time for the first session of the panel within two weeks after the formation of the panel and shall notify, in writing, the panelists at least one week before the scheduled session.
8. The panel shall hear the charge(s) as well as witnesses from both the sides, examine all evidences and pass a verdict of “Guilty” or “Not Guilty” and determine punitive and/or corrective measures. If the panel finds clear evidence of criminal violation according to State and/or Federal laws, it may recommend to the General Body to consider the possibility of legal suit against the person(s) accused, if a solution is not found within the framework and bylaws of the Society.
9. The panel shall submit a detailed report on their findings and actions to the General Body through the Newsletter.

Article XIV. Amendments

1. A proposal for amendments shall be signed by ten voting members or 10% of the voting members, whichever is higher, and submitted to the President who shall mail the proposal to the members and call a General Assembly meeting within 90 days after the receipt of the proposed amendments.

2. An affirmative vote by two-thirds of the members present shall be necessary for the adoption of all amendments.
3. The quorum requirement for voting on amendments shall be fifty percent (50%) of the total voting membership.
4. If fifty percent of the members are not present in a General Assembly meeting called for voting on the proposed amendment(s), another General Assembly meeting shall be called for the same purpose within 30 days after the meeting, in which the quorum requirement as stated in the previous item, shall be waived and the proposed amendment(s) shall be discussed and adopted by a two-third majority of the members present, provided notice of the need for the second meeting is mailed to the membership at least three weeks in advance.

Article XV. Dissolution

If a situation arises which makes the dissolution of the Society inevitable, the Board shall call upon the North American Islamic Trust (NAIT) to handle the process of dissolution with the assistance of the Board members. Any assets that are left after meeting all liabilities shall be transferred to NAIT.

Article XVI. Miscellaneous

Section 16.01

A member of the Board, Executive Committee, School Committee or any operational or Ad Hoc committee who is indicted or arrested or against whom a trial is pending in a State or Federal Court shall be immediately and automatically suspended from his/her office till he/she is acquitted. If he/she is convicted after the appeals, if any, he/she shall be expelled from his/her office.

Section 16.02

In the transition period of adopting the amended constitution,

1. The first election shall be held on February 17, 2006, and the new officers shall assume their duties on March 1, 2006. The next election shall be held on the third Friday of November 2007, and the elected officers shall assume their duties on January 1, 2008.
2. In determining term limits, years of service shall be counted starting with the year 2006. Prior service in any office shall not count.
3. Six members of the Board shall be elected on January 20, 2006, three of them for a four-year term and other three for a two-year term, to facilitate staggering of Board membership in the future. The three elected members receiving the largest number of votes shall have four-year terms.
4. It is a priority for the elected Board to develop the bylaws of the Society.

Approved by the General Assembly on the 6th of January 2006.