

4|| Shree Krishnay Namah ||
	Gopijan Vallabhaya Namah	
	Shree Acharya Charankamalebhyo Namah	
	Shree Gusajee Param Dayalve Namah	
	Shree Yamunajee Kripamastu	

**Pushti Margiya Vaishnav Samaj
of
North America**

VRAJ

A NOT FOR PROFIT
RELIGIOUS, CULTURAL, EDUCATIONAL, & CHARITABLE
INSTITUTION INCORPORATED IN THE
COMMONWEALTH OF PENNSYLVANIA

BY-LAWS

PUSHTI MARGIYA VAISHNAV SAMAJ OF NORTH AMERICA
VRAJ
CERTIFICATE OF INCORPORATION

Filed on Shravan Shukla Ekadashi, Vallabhabda 510 – August 6, 1987
 With The Corporation Bureau, Department of State, Commonwealth of Pennsylvania
 Corporation # 992573 * Microfilm # 87501947

DSCB-316 ARTICLES OF INCORPORATION DOMESTIC NON-PROFIT CORPORATION	51 FEE \$75.00	CORPORATION BUREAU DEPARTMENT OF STATE ROOM 308, NORTH OFFICE BLDG. HARRISBURG, PA 17120
NAME OF CORPORATION PUSHTI MARGIYA VAISHNAV SAMAJ OF NORTH AMERICA		
ADDRESS OF REGISTERED OFFICE IN PENNSYLVANIA (P.O. BOX NUMBER NOT ACCEPTABLE) 1420 WICK LANE,		
CITY NORRISTOWN	COUNTY MONTGOMERY	STATE PA.
		ZIP CODE 19401
EXPLAIN THE PURPOSE OF THE CORPORATION <i>Establish and operate one or more centres and/or temples for educating devotees in Pushti Margiya Vaishnav faith as expounded by Acharya Vallabacharya Mahaprabhujee (ONE OF THE FOUR PRINCIPAL SPIRITUAL LEADERS OF HINDU RELIGION) and perform worship and religious services. No member of the public shall be excluded on account of their cast, race, sex or national origin.</i>		
ATTACH ARTICLES OF INCORPORATION & SHEETS THE CORPORATION DOES NOT CONTEMPLATE PECUNIARY BENEFIT OR GAIN INCIDENTAL OR OTHERWISE. <i>NO PART OF THE REVENUE OF THE CORPORATION SHALL INURE TO THE BENEFIT OF MEMBERS, TRUSTEES, OFFICERS</i>		
CHECK APPROPRIATE SECTION: <input checked="" type="checkbox"/> THE CORPORATION IS TO BE ORGANIZED ON A NON-STOCK BASIS <input type="checkbox"/> THE CORPORATION IS TO BE ORGANIZED ON A STOCK BASIS AS FOLLOWS:		
Number and Class of Shares (if applicable)	Par Value Per Share, if Any	Total Authorized Capital
		Term of Existence <i>Perpetual</i>
Name and Address of Each Incorporator.		
Name PRAMOD RAM AMIN	Address (Street, City, State, Zip Code) 2103 MASON HILL DRIVE, ALEXANDRIA, VA, 22306-2415	
(ATTACH 8K x 11 SHEET IF NECESSARY)		
IN TESTIMONY WHEREOF, THE INCORPORATORS HAVE SIGNED AND SEALED THE ARTICLES OF INCORPORATION THIS <i>Sixth</i> DAY OF <i>August</i> 19 <i>87</i> (SHRAVAN SHUKLA EKADASHI)		
_____ <i>(Pranod Ram Amin)</i>		
.FOR OFFICE USE ONLY.		
100 FILED AUG 6 1987	002 CODE <i>AN</i>	003 REV BOX
REVIEWED BY <i>OH</i>	004 SIC	SEQUENTIAL NO. 87501947
DATE APPROVED	CERTIFY TO <input type="checkbox"/> BY	AMOUNT <i>\$75.00</i>
DATE REJECTED	MAILED BY DATE	001 CORPORATION NUMBER 992573
SIGNATURE <i>James J. Blagoff</i>	VERIFIED BY	LOG IN (REFILE) SKB 8/11
		LOG OUT (REFILE)

The Certificate of Incorporation contains four more Pages.
 Only the 1st page is depicted here.

ARTICLE ONE

NAME, LOCATION, REGISTERED AGENT & FISCAL YEAR

SECTION I **NAME:** The name of the Corporation shall be 'Pusti Margiya Vaishnav Samaj of North America', hereinafter known as **VRAJ**; the name that is registered as the 'trade name' with the statutory authorities in the Commonwealth of Pennsylvania.

SECTION II **LOCATION:** The Registered Office of **VRAJ** shall be at 15 Manor Road, in the Wayne Township of the County of Schuylkill, Schuylkill Haven, Pennsylvania 17972-8809.

SECTION III **REGISTERED AGENT:** The Board of Trustees shall appoint any person residing at the registered office per SECTION II hereof as the Registered Agent. The Board of Trustees shall also designate another person residing at the Registered Office as an alternate who shall succeed the Registered Agent in the event of a vacancy due to move, absent, resignation, Incapacitation or death.

SECTION IV **FISCAL YEAR:** The Calendar Year shall be the official accounting year of the **VRAJ**.

ARTICLE TWO **MEMBERSHIP**

SECTION I **ELIGIBILITY:** Any person irrespective of creed, colour, race, sex, or National Origin, who is having faith in the Sanatan Vedic Religion, commonly known as Hinduism, as expounded by the Sixteenth Century Spiritual Master, Shree Jagadguru Vallabhachryajee Mahaprabhujee and committed to the objectives of the **VRAJ** as enunciated in Article III – D of the Articles of Incorporation shall be eligible for membership by paying the respective dues or registering per Clause (n) of SECTION II. Article 3 'D' of the ARTICLES OF INCORPORATION (Refer Page # 2 hereof) enumerating OBJECTIVES of

VRAJ is reproduced as **ADDENDUM 'A'** to these BY-LAWS.

SECTION II

CLASSIFICATION: Membership will be classified as under:

(a) **GREAT GRAND BENEFACTOR:** Any person dedicating \$100,000/- or more, or his nominee, will be designated as a Great Grand Benefactor. S/he will have the right to come and stay with his or her family at the religious centres of the **VRAJ** (subject to the availability of the lodging facilities) for a period of sixteen (16) days in a calendar year without any charge.

(b) **GRAND BENEFACTOR:** Any person dedicating \$75,000/- to \$99,999/- or his nominee, will be designated as a Grand Benefactor. S/he will have the right to come and stay with his or her family at the religious centres of the **VRAJ** (subject to the availability of the lodging facilities) for a period of sixteen (16) days in a calendar year without any charge.

(c) **BENEFACTOR:** Any person dedicating \$50,000/- TO 74,999/- or his nominee, will be designated as a Benefactor. S/he will have the right to come and stay with his or her family at the religious centres of the **VRAJ** (subject to the availability of the lodging facilities) for a period of sixteen (16) days in a calendar year without any charge.

(d) **SPONSOR:** Any person dedicating \$25,000/- TO \$49,999/- or his nominee, will be designated as a Sponsor. S/he will have the right to come and stay with his or her family at the religious centres of the **VRAJ** (subject to the availability of the lodging facilities) for a period of nine(9) days in a calendar year without any charge.

(e) **SUSTAINER:** Any person dedicating \$15,000/- TO 24,999/- or his nominee, will be designated as a Sustainer. S/he will have the right to come and stay with his or her family at the religious centres of the **VRAJ** (subject to the availability of the lodging facilities) for a period of nine (9) days in a calendar year without any charge.

(f) **PATRON:** Any person dedicating \$11,000/- TO 14,999/- or his nominee, will be designated as a Patron. S/he will have the right to come and stay with his or her family at the religious centres of the **VRAJ** (subject to the availability of the lodging facilities) for a period of nine(9) days in a calendar year without any charge.

(g) **SUPPORTER:** Any person dedicating \$8,400/- to \$10,999 or his nominee, will be designated as a Supporter. S/he will have the right to come and stay with his or her family at the religious centres of the **VRAJ** (subject to the availability of the lodging facilities) for a period of nine(9) days in a calendar year without any charge.

(h) **DIPLOMAT:** Any person dedicating \$5,000/- TO 8,399/- or his nominee, will be designated as a Diplomat S/he will have the right to come and stay with his or her family at the religious centres of the **VRAJ** (subject to the availability of the lodging facilities) for a period of three(3) days in a calendar year without any charge.

(j) **FELLOW:** Any person dedicating \$1,000/- to \$4,999/- or his nominee, will be designated as a Fellow (Pushti-Sathi). S/he will have the right to come and stay with his or her family at the religious centres of the **VRAJ** (subject to the availability of the lodging facilities) for a period of two(2) days in a calendar year without any charge.

(k) **WELWISHER:** Any person dedicating \$501/- to \$999/- or his nominee, will be designated as a Well-Wisher (Subhechhak). S/he will have the right to come and stay with his or her family at the religious centres of the **VRAJ** (subject to the availability of the lodging facilities), for one(1) day in a calendar year without any charge.

(m) **SEVAK:** Any person who is a legal resident of North America and who registers with the VRAJ office as the one doing 'Nitya Gruh Sewa' of duly consecrated Chitrajee (image) or Swaroop (statue) of Pushti Purushottam ShriThakorjee and makes offerings at home; will be designated as the Sevak member of the VRAJ.

(n) **EX-OFFICIO VICE PRESIDENTS:** The Board of Trustees may designate any organization as an affiliate member, if, in their opinion, it is an organization with the primary objective of sustaining and propagating PushtiMarg; provided on an invitation from VRAJ, such organization is nominating their nominee to be an Ex-Officio Vice-President of the VRAJ.

(p) **HONORARY:** In recognition of the valuable services to the Pushti Marg in North America, the Board of Trustees, by a two-third (2/3rd) majority may felicitate a person by bestowing an Honorary membership with all the rights and privileges enjoyed by the Sponsor member.

(q) **NON-TRANSFERABLE:** The provision of no-charge use of VRAJ's facilities as mentioned in sub-clause (a),(b),(c),(d),(e),(f),(g),(h),(j) and (k) shall be non-transferable and shall only be available to the members and their immediate family defined per Section V hereof.

(r) **OBLIGATION:** The no-charge use of VRAJ's facilities should not be construed as a privilege, it is provided to the members as more of an obligation. The

provision inadvertently attracts member to VRAJ, so that they could be near the deity. Every time a member visits VRAJ s/he invariably makes a monetary contribution or in-kind contribution. The use of the Facilities is subject to the terms of clause, 'DEVOTEES IN RESIDEMCE' per **ADDENDUM 'B'** to these Bylaws.

SECTION III

NOMINATION: The nominee referred in the Sub-clauses (a), (b), (c), (d), (e), (f), (g), (h) and (j) of Section II of this Article shall be nominated by the dedicating person at the time of the dedication or soon thereafter. Once the nomination is registered, all the duties and the privileges of the membership shall be vested in the nominee who will be a member corresponding to the respective class of membership entitled by the original dedication. Before the nomination, it should be ensured that the nominee is desirous of and is eligible to be a member per Section I of this Article.

SECTION IV

TENURE: Except as provided in Section XI of Article III; tenure of the membership per Sections (a), (b), (c), (d), (e), (f), (g), (h), (j), k and (p) shall be valid through the life of the VRAJ or until the death of the member. If the member is survived by a spouse, who is desirous of being a member, then, until the death of such a surviving spouse. The tenure of the membership per Clause (m), Section II of this Article shall be valid until the end of two years since the last visit to VRAJ campus.

SECTION V

FAMILY: For the purpose of this Article a family of a member will consist of the member, his/her spouse, dependent children, dependent siblings, parents of the member and the parents of the spouse staying under one roof with the member.

SECTION VI

GRADUATION: Member from one dedication level will graduate to the next incremental dedication level, if s/he dedicates the remaining amount for that level. Such addition may be spread over more than one instalments,

however, only the instalments of \$500/- and above will be added by the **VRAJ** office. Any addition smaller than \$500/- may be added provided member so adding furnishes an itemized list of all instalments (even for \$5/-), itemizing each addition with an amount, the date and the corresponding receipt numbers.

All contributions shall be accumulated for the graduation, except the payment:

- a. For the use of facilities, or
- b. For any objects used in the Inner Chambers of Deity – Neej-Mandir and Shaiya-Mandir, or
- c. For the sponsorship of Mangal Bhog, Palna, Raj Bhog, Shayan Bhog, Full Day Seva or Dhajaji Manorath, or
- d. For the contribution earmarked for a specific Charity with recognition of the contributor by such Charity.

However, when the contribution is for a solicited defined project of VRAJ without any recognition to the contributor, it shall accumulate 100% for the graduation. In case of the contribution is for being a sponsor of a manorath like Annakut, Hindola etc., or an event or for receiving recognition on the dedication of any facilities of VRAJ or part thereof, the membership graduation accumulation shall be to the tune of fifty-percent (50%). This privilege is commonly known as an 'Add-On'. This may be waived at the discretion of a member who would not like to add any 'sponsorship' to membership.

SECTION VII

SPOUSE: Over and above the right of succession to membership referred in the Section IV of this Article; the spouse of a member will have the equal rights and privileges, but at the time of the voting, only the original member will be entitled to vote. However, in the absence of a member, his or her spouse will be entitled to vote, enjoying an automatic proxy right.

SECTION VIII **LIMITATION:** Notwithstanding any privileges accorded in this Article to the various classes of memberships for staying at the religious centres of the VRAJ, the Board of Trustees may, if need be, limit the privilege of staying without a charge or may introduce a charge.

SECTION IX **GENERAL BODY:** Great Grand Benefactors, Grand Benefactors, Benefactors, Sponsors, Sustainers, Supporters, Diplomats, Fellows, Sevak, Ex-Gratis Trustee and Honorary Members form the General Body of the **VRAJ**.

ARTICLE THREE
BOARD OF TRUSTEES

SECTION I **CONTROL:** Except otherwise provided in SECTION IV and SECTION X hereof, the control of the **VRAJ** shall be vested in the Board of Trustees.

SECTION II **FOUNDERS:** In felicitation of the services rendered in founding of the **VRAJ**, the Board of Trustees has unanimously bestowed the title of '**PARAMARSHAK**' on two Vaishnavas. One of them, a retired Principal and the First Chairman of the First Vaishnav organization in the U.S.A., **who conceived and initiated the VRAJ** and another, a Social Activist from the National Capital area **who articulated, incorporated and nurtured Vraj**. **ADDENDUM 'D'** to these by-laws depicts their names. They are considered as overall advisors. They shall enjoy all privileges accorded to the Great Grand Benefactor class of membership and also vested with the executive powers at parity with any elected officer. However, such powers should be exercised with discretion so that the workings & vision of the elected bodies are not compromised. For public at large who may not comprehend the meaning of Sanskrit word '**PARAMARSHAK**, (meaning the one whose advise is sought) either of them shall also be designated as **FOUNDER** or/and **PRINCIPAL TRUSTEE**.

SECTION III

HONORARY: The Board of Trustees may appoint an Honorary member to be an Honorary voting Trustee for a five - (5) year term. Such term may be extended at the discretion of the Board of Trustees. The Board of Trustees may also appoint an Honorary member to be an HONORARY non-voting Trustee for a life.

SECTION IV

PIONEER: All members who dedicated more than eight thousand four hundred dollars (\$8,400) by the 29th of January, 1989, being the 84th day after the consecration of SHRINATHJI – the presiding deity of The Path of Grace on the 6th day of November, 1988 shall be PIONEER Trustees. These Trustees pioneered VRAJ. Their vision, zeal, active help and financial contribution materialized the unique institution VRAJ against all odds. They and their successors shall have the final say on all matters. They will ensure that the successive Boards of Trustees and Executive Committees are conducting the affairs of VRAJ in line with the objectives that were originally enunciated. This would keep VRAJ on the right course commensurate with the vision of the founders. These Trustees will be collectively known as PIONEERS. All original PIONEERS are listed in **ADDENDUM 'D'** to these By-laws.

On the death of the PIONEER and His/her Spouse, the Board of PIONEERS would have one less PIONEER and the rest of the PIONEERS shall form The Board of PIONEERS.

SECTION V

REGENT: An enrolment of a new member in Classes (a), (b), (c), and (d) per SECTION II of ARTICLE II will automatically nominate such new member to be a Trustee Designate. The accreditation Committee appointed by the Board Of Trustees may confer such designate a Trusteeship, after ensuring that the religious views of such a designate will not adversely affect the feelings and sentiments of the rest of the membership.

The members in classes (a), (b), (c), and (d) should be collectively known as REGENTS

SECTION VI

CHARTERED: All members per SECTION II, CLAUSES (a), (b), (c), (d), (e), (f) and (g), other than the PIONEER Trustees per SECTION II hereof, who have paid their dues in full by May 10th 2004, will automatically be nominated as a Chartered Trustee Designate. The accreditation Committee appointed by the Board Of Trustees may confer such designate a Chartered Trusteeship, after ensuring that the religious views of such a designate will not adversely affect the feelings and sentiments of the rest of the membership.

SECTION VII

CAPITATION. All members per ARTICLE II, SECTION II, CLAUSES (d), (e), (f), and (g) on paying dues in full may be eligible to be admitted as a TRUSTEE in their respective category per SECTIONS `subject to the approval of the accreditation committee appointed by the Board of Trustees. The committee shall ensure that such admittance would not prejudice or jeopardize the religious sentiments of the rest of the members.

SECTION VIII

REPRESENTATIVE: DIPLOMATS and FELLOWS classes of memberships would elect THREE Trustees each as Representative Trustees. Thus there will be SIX Representative Trustees.

SECTION IX

SEVAK: All SEVAK members per SECTION II, Clause (m) of ARTICLE II shall be represented on the Board of Trustees by THREE (3) Trustees to be appointed by the Chairman on the advice of the Executive Committee and/or Administrative or Liturgical Staff. The tenure of these appointments will be for a TWO- (2) year term to run concurrently with each successive administration elected in even-numbered year.

SECTION X

CASTING VOTE: As and when, the total number of Trustees reaches an even number due to the provision of

the automatic accession or an appointment, the Chairman of the Board of Trustees shall have two votes so that a possible tie could be broken.

SECTION XI **MANAGING TRUSTEES:** There shall be at least Five Managing Trustees elected from amongst all classes of Trusteeships. The Nominating Committee shall ensure that the incumbents are well versed with the operation of **VRAJ** and collectively, they are in a position to represent a cross-section of the Board of Trustees. One of the Managing Trustees must be residing within a SIXTY minutes distant from the Principal Centre at 15 Manor Road, Wayne Township, Schuylkill Haven, Pennsylvania or s/he should have visited **VRAJ** for at least 18 times in the preceding year. **PARAMARSHAK** per Section XII hereof shall be the Ex-officio **MANAGING TRUSTEES**.

SECTION XII **POLIT-BUREAU:** Whenever the gravity of the situation warrants, the matter should be referred to the Entire Board of Trustees. However, if in the opinion of the Chairman, or the majority of the officers of the Board of Trustees, any delay or deferment would adversely affect the interests of the members of **VRAJ**, the matter should be referred to THE **POLIT-BUREAU**. The Polit-Bureau shall be comprised of all the members of the **STEERING COMMITTEE**, the Immediate Past Chairman, the Seasoned Vice-Chairman, the FIVE Managing Trustees, the Treasurer, the Controller, the Internal Auditor, the seasoned Vice-President, the Secretary, and the Executive Secretary. In case there is a Co-Chairman, then the Co-Chairman shall be an additional member of the **POLIT-BUREAU**. The Immediate Past Chairman shall be the Chairperson of the **POLIT-BUREAU**. In the event of a tie, it would be broken by him.

The 'Gravity of the situation' referred to in this section would mean the expense to be incurred beyond the approval powers of the Officers of the Board of Trustees or an Important Policy or Expansion Directive.

SECTION XIII. OFFICERS: The Board shall elect a Chairman, Vice-Chairmen, Treasurers, Internal Auditor, Secretaries, Managing Trustees and a President & Controller of the Executive Committee for a TWO- (2) year term. In order to be eligible to hold any of these offices, incumbent must be a Trustee of **VRAJ**.

If there are more than one Vice-Chairmen, one of them must be designated as The First Vice-Chairman. The other vice-Chairmen may be designated as Co-Vice-Chairman, Joint Vice-Chairman, Vice-Chairman (Finance), Vice-Chairman (Administration), etc. The prefixes '1st', 'Co', and Joint may be deleted in publishing the names of the officers. However, when vacancy of the office of the Chairman is to be filled, only the designated 1st Vice-Chairman would ascend to be the Chairman and the Co-Vice Chairman will automatically become the 1st Vice-Chairman or in the absence of a Co-Vice Chairman, the 1st Vice Chairman shall be appointed by the incoming Chairman.

There will be Four officers designated as a Treasurer, a Controller, an Internal Auditor, and a Secretary. Each of these offices may have additional officers with prefixes; Deputy, Joint, Associate, and/or Assistant. The Chairman in consultation with Managing Trustees shall advise the Nominating Commission on the number of such additional offices, which should appear on the slate of nominees. Even when the Election is not due within a reasonable time; if need warrants or to recognize the services of any Trustee, the Chairman at his own discretion or on the advise of Managing Trustees may appoint such additional officer/s.

SECTION XIV ALDERMEN: All Chairmen and Presidents that have retired from active office shall be designated as ALDERMEN. This provision is enunciated to take advantage of their familiarity, expertise and the vision.

They should act in an advisory capacity. Their advice should not be unreasonably adhered to. However, any alderman who intends to play an active role, should be vested with the powers at parity with the offices of the Chairman or the President. However, such powers should be exercised with discretion so that the workings & vision of the elected bodies are not compromised.

SECTION XV

QUASI PERMANENT MEMBERS: In order to achieve a degree of continuity and consistency in dealing with certain important aspects of the operation and management of VRAJ, certain committees that report to the Chairperson and the Officers of the Board of Trustees will have two Quasi Permanent Members. One of these two members would be the Co-Chairperson of the respective Committee. Incumbent for these offices will have thorough knowledge and expertise in the field. They will hold office for five years subject to recall or replacement by the Board of Aldermen. The Board of Aldermen may from time to time delete or introduce committee/s with Quasi Permanent Members. In so far as these members provide executive staff function they would not be subjected to election. The committees with Quasi Permanent Members are listed in **ADDENDUM 'F'**.

SECTION XVI

DUTIES OF OFFICERS:

(a). Chairman of the Board of Trustees shall be the Constitutional head of the **VRAJ**. He/she shall preside over all meetings of the Board of Trustees and the General Body. The Chairman is also entrusted and empowered with certain other rights and responsibilities as provided in other Articles of these by-laws. In the event that a vacancy occurs of any office on the Board of Trustees and the President of the Executive Committee, the Chairman is vested with an authority to fill such vacancy.

(b). The Managing Trustees shall be vested with the powers and responsibilities, of a Cabinet of any such

administration. They should collectively represent the entire Board of Trustees. All day to day decisions on which the Executive Committee or the President requires the approval of the Board of Trustees may be referred to the Managing Trustees.

(c). There could be more than one Trustee jointly holding the office of the Vice-Chairman. However, only the 1st Vice Chairman shall ascend to the Chairmanship when the Chairmanship becomes vacant by resignation, absence, inability or death of the Chairman. In such an event the Co-Vice Chairman shall ascend to the office of the 1st Vice Chairman, and the Joint Vice-Chairman will ascend to the office of Co Vice-Chairman.

(d). The Treasurer shall have custody of the funds and securities, and shall control the investments. The Treasurer shall perform such other duties and possess such other powers as are normally vested in the office of a Chief Financial Officer. Other designated Treasurers shall perform such duties and have such authorities as from time to time may be delegated by the Treasurer. The Treasurer may pick a responsible resident of the principal centre and delegate certain financial responsibilities including but not limited to being a signatory to account/s with any financial institutions. Such a person may be designated as a Financial Officer or the Chief Financial Officer.

(e). The Controller shall be in charge of the disbursements for expenses incurred and services received. In consultation with members of the Executive Committee, the Administrator and the Treasurer, he/she shall forecast the budget for the ensuing quarter and accordingly make representation to the Board of Trustees for the transfer of funds for disbursements. S/he shall maintain complete accounting records. The Deputy Controller shall perform such duties and have such authorities as from time to time may be delegated by the

Controller; especially to maintain punctuality of Auditing and filing of the statutory returns.

(f) The Internal Auditor shall ensure that the financial operation, records and returns have proper checks and balances in line with the statutory requirement, Internal Auditor should be a Certified Public Accountant conversant with the accounting/auditing practices, and Federal and State statutes and acts pertaining to the Commonwealth of Pennsylvania. S/he shall also coordinate between the External Auditor and the Treasurer/Controller. S/he should ensure the punctual filing of statutory returns.

(g) The Secretary shall cause notices of meetings of the Board of Trustees and the General Body as prescribed in these by-laws and shall keep or cause to be kept minutes of all meetings of the Board and the General Body. The Secretary shall have charge of the Seal of the **VRAJ**. The Secretary shall perform such other duties and possess such other powers as are incidental to that office or as assigned by the Chairman of the Board of Trustees. In association with the other Secretaries and the Executive Secretary, the Secretary shall maintain punctual and up-to-date records of the membership. The other designated Secretaries shall perform such duties and have such authorities as from time to time may be designated by the Secretary.

SECTION XVII THE STEERING COMMITTEE: In order to maintain consistency for the long term planning to preserve an ideal image of Vraj and to avoid any and all compromises of the objective of Vraj as well as the Theology, Traditions and Liturgy of Pushti Marg, a committee of NINE Trustees known as The Steering Committee would ensure that the values and liturgy established over the years are upheld. This committee will have the over-riding supervisory powers over any other body. It will also oversee planning, designing and continuance of any Capital Project/s or

Celebration/s when any project/s or celebration/s overlaps more than one administration.

The Steering Committee shall have the final say on all matters with a veto power. They will ensure that the successive Boards of Trustees and Executive Committees are conducting the affairs of VRAJ in line with the objectives that were originally enunciated. This would keep VRAJ on the right course commensurate with the vision of the founders and ensure that the institution is not deviating from following the original course for which it was created.

As the Chairperson and the President of VRAJ are the members of the Steering Committee, they would brief the others on the committee on any far-reaching changes that are proposed and/or may be proposed. This committee will not interfere in the day to day operations of VRAJ, as that will be the prerogative of The Board of Trustees and The Executive Committee. The initial committee shall be appointed by Nominations & Election Commission there after the source, eligibility, and tenure would be per **ADDENDUM 'E'**.

SECTION XVIII MEETINGS: Meetings of the Board of Trustees shall be periodically convened at the instant of the Chairman, the majority of the Managing Trustees, the minutes of the previous meeting or at least one-third (1/3) of the members of the Board of Trustees.

The Chairman or the officers of the Board of Trustees shall invite the members of the Steering Committee, the President, the Executive Secretary and the members of the Board of Aldermen. Any Nomination and Election Commissioner may attend meetings to observe. The minutes of the meeting must be sent to the members of the Steering Committee, the President, the Executive Secretary, the members of the Board of Aldermen and the members of the Nomination and Election Commission.

SECTION XIX TENURE: The Tenure of the Officers of the Board of Trustees shall be approximately for a 2-year period starting from the date of the Annual General Body Meeting in an even numbered year through the Annual General Body Meeting of the succeeding even numbered year.

The Tenure of PIONEER, REGENT, CHARTERED, & CAPITATION Trustees per SECTION IV, V, VI, VII & VIII of this ARTICLE shall be valid through the life of the VRAJ or the life of the initial Trustee. On the demise of the initial TRUSTEE his/her SPOUSE would succeed him/her. On the death of the SPOUSE the particular spot in the Board of Trustees would be eliminated.

Tenure of Representative and Sevak Trustees shall run concurrently with that of the officers of the Board of Trustees.

ARTICLE FOUR **EXECUTIVE COMMITTEE**

SECTION I

The administration of the **VRAJ** shall be vested in the Executive Committee which shall consist of a President, Vice Presidents, Administrator, Executive Secretary, Other Secretaries, Sevak Delegates and at least (7) seven members-at-large. Each member of the Executive Committee must be at least a Life Member of VRAJ.

SECTION II

All members of the Executive Committee with the exception of the President, Controller, and Sevak Delegates shall be elected at the Annual General Body Meeting. The Board of Trustees shall elect the President and the Controller. Up to Three Sevak Delegates shall be deputed by the Sevak members of **VRAJ** to represent them on the Executive Committee. In case, there are no representatives deputed by the Sevak Members then the Executive Committee would co-opt them.

SECTION III

If any member of the Executive Committee remains absent in three out of four consecutive meetings without a reasonable excuse, the Committee may declare his/her position vacant. Such a vacancy and vacancies occurring by death or resignation shall be filled through appointment by the President in consultation with the Administrator, and the Executive Secretary.

SECTION IV

QUASI PERMANENT MEMBERS: In order to achieve a degree of continuity and consistency in dealing with certain important aspects of the operation and management, certain committees that report to the President and Executive Committee will have two Quasi Permanent Members. One of these two members would be the Co-Chairperson of the respective Committee. Incumbent for these offices will have thorough knowledge and expertise in the field. They will hold office for five years subject to recall or replacement by the Board of Aldermen. who may from time to time delete or introduce committee/s with Quasi Permanent Members. In so far as these members provide executive staff function they would not be subjected to election. The committees with Quasi Permanent Members are listed in **ADDENDUM 'F'**.

SECTION V

CASTING VOTE & COUPTION: As and when the total number of members on the Executive Committee reaches an even number, the President shall have two votes, so that a possible tie could be neutralized. Additional non-voting members to the Executive Committee may be co-opted by the President or by the Two-Third majority of the Executive Committee.

SECTION VI

MEETINGS of the Executive Committee shall be regularly convened at the instant of the President or the minutes of the previous meeting. The President or the Committee shall invite the members of the Steering Committee, the officers of the Board of Trustees and the members of the Board of Aldermen. Any Nomination and Election Commissioner may attend meetings to observe. The

minutes of the meeting must be sent to the members of the Steering Committee, the officers of the Board of Trustees, the members of the Board of Aldermen and the members of the Nomination and Election Commission.

SECTION VII **DUTIES OF OFFICERS:**

(a) President is THE CHIEF EXECUTIVE OFFICER of VRAJ. S/he shall chair the meetings of the Executive Committee. S/He shall be in charge of the overall administration of the organization within the confines of the objectives of VRAJ and policy directives of the Board of Trustees.

(b) Vice-President shall perform such duties and have such authority as from time to time may be delegated to him/her by the President. In the event of the resignation, absence, inability, or death of the President, the 1st Vice-President shall ascend to the Presidency and be vested with the authority of the President.

(c) Executive Secretary shall cause notices of the meetings of the Executive Committee. In association with the Secretary, he/she shall maintain punctual and up to date records of the membership.

(d) Sevak Delegate shall advise the committee on the technicalities and the commandments of Pushti Seva liturgy and norms of the Faith.

(e) Administrators: There could be more than one Administrator depending on the number of centres that are active. However, there will be only one Principal Administrator of the main centre at VRAJ, located at 15 Manor Road, Wayne Township in Schuylkill County of Pennsylvania. S/he may have Joint, Deputy, Associate, or Assistant Administrators. Other Administrators may be designated with their function in parenthesis after 'Administrator' e.g. Administrator (Religious),

Administrator (Devotee Relations), Administrator (Fund Raising), Administrator (Campus), Administrator (Finance) etc. These offices may be Honorary, Partially Honorary or Salaried but the chain of command shall be established by the Executive Committee.

In case the office of the Principal Administrator is vacant, the other administrators described in this section shall collectively and with utmost cooperation administer the affairs of VRAJ under the supervision of the Executive Trustee appointed by the President for the purpose or Executive Secretary or a specially designated person.

SECTION VIII **Transition:**

The outgoing Executive Committee shall assume a role of consultant to the incoming Executive Committee during the transition period between the Annual General Meeting and December 31st of that year. Both Executive Committees will jointly celebrate the remaining utsavs.

ARTICLE FIVE NOMINATIONS AND ELECTION OF TRUSTEES AND EXECUTIVE COMMITTEE

SECTION I

The Board of Trustees shall make a one-time appointment of a standing Commission known as the Nominations & Election Commission (hereinafter known by its acronym **NEC**) comprising of a Chairperson and at least FIVE Members. **NEC** may be from within or without the members of the Board of Trustees. No one on such Commission or their immediate families can be nominated for any office for which the election is being held. The Chairperson of the **NEC** shall be designated as the 'Chief Election Commissioner' and the other members shall be designated as Election Commissioners. In order to keep abreast with the workings of **VRAJ**, the Commissioners are permitted by these by-laws to attend

any programme and/or meeting/s as observers. They would not be allowed to vote.

SECTION II

In the first Quarter of an even numbered year, the **NEC** shall develop a slate of nominees who, in their opinion, are best suited for the respective offices. The **NEC** must secure prior confirmation of acceptance from each nominee.

SECTION III

Upon developing the Slate, the **NEC** shall work in the capacity of an Election Commission.

SECTION IV

At least Four weeks prior to the election the Commission shall mail out a communication to all the members eligible to vote. Such Communication shall advise the proposed slate and welcome the membership to submit alternate nomination(s) for the offices to which they have an eligibility to elect. The **ADDENDUM 'C'** to these BY-LAWS is self-explanatory as it shows various Electoral Colleges and corresponding candidates. Nominations and alternate Nominations ought to have been received by the date stipulated in the communication by the **NEC** advising the Proposed Slate. Under no circumstances any floor Nominations will be permitted except in the event that the entire Slate is not filled to the satisfaction of the **NEC**.

SECTION V

Should there be any alternate nominations, there shall be an election for that office, and the Chief Election Commissioner shall coordinate with the Secretary to have the Election on the day of the Annual General Body Meeting. The Election must conclude prior to the start of the Meeting. The Election will be by secret ballot on the basis of one member one vote. The **NEC** shall ensure that the ballot paper represents the respective electoral colleges for corresponding office per **ADDENDUM 'C'**.

SECTION VI

In the case, that there are no alternate nominations other than the slate developed by the **NEC**, the formal voice

vote confirming and welcoming the nominees as elected shall take place during the Annual General Body Meeting.

SECTION VII Any retiring Trustee, Officer or Committee Member may offer themselves or may be drafted on the slate for re-nomination and re-election.

SECTION VIII An Officer may be elected to two offices, one on the Board of Trustees and one on the Executive Committee. However, if either of the offices necessitates keeping of records or books, they should be maintained separately for each office pertaining to the function of the respective office. This will ensure independent record for each office and smooth change over to two separate individuals for each office.

SECTION IX **TENURE:** The tenure of the **NEC** will depend upon the establishment of **ROTATION**, Two of the Senior-most Commissioners shall retire at the end of every even numbered year.

REPLACEMENTS: The retired commissioners will be replaced by the Board of Aldermen. Out of the TWO replacements only one could be from the Board of Aldermen. Any vacancy arising out of retirement, resignation, in capitation, removal or death will be filled by the Board of Aldermen.

REMOVAL: The 'REMOVAL' would be at the instant of all other commissioners at the majority of the Board of Aldermen.

THE CHIEF COMMISSIONER: The commissioners shall themselves fill the vacancy of the Chief Election Commissioner.

CASTING VOTE: In the vent of a tie in the voting due to the total number of Commissioners being **EVEN**; the Chief Commissioners would have a Casting Vote.

The rest of the commissioners from among themselves shall fill even the vacancy of any Commissioner including The Chief Election Commissioner.

SECTION X

The removal referred to in the preceding Section IX shall be at the instant of at least THREE of the Commissioners or the 3/4th majority of the Board of Aldermen.

SECTION XI

The provisions of clauses IX are devised to maintain the independence of the Commission & the Commissioners whose appointments would not be controlled by any Executive Committee member, the President, any Trustee or even the Chairman.

ARTICLE SIX MEETINGS

SECTION I

Annual General Body Meeting of the **VRAJ** shall be held upon not less than fifteen not more than forty five days notice, on or around the 2nd, 3rd or 4th Saturday in the month of September. The following business and such other business, which the Board of Trustees requires to be transacted, should be advised to the membership as the Agenda for the meeting.

- a. Welcoming speech by the Chairperson.
- b. "PushtiMarg – The Path of Grace - in North America and the role of Vraj" address by the Chairperson or his duly accredited person.
- c. Presentation of the previous year's Audited Account of the organization.
- d. The official confirmation and welcoming of the new members and officers of the Executive Committee and the Board of Trustees as presented by the Nomination and Election Commission pursuant to the Article FIVE of these By Laws. (This item will be scheduled in the even numbered years only. In the absence of this item in the odd numbered years, the

succeeding items e, f, and g, shall be itemized as d e, and f.)

e. Appointment of the Auditor for the ensuing year.

f. Any other business on the Agenda.

g. Any other business permitted by the Chairperson.

SECTION II

Special General Meeting/s of the General Body may be called for any purpose by the Board of Trustees at their instant or at the request of the Executive Committee or upon the petition of twenty five percent members of the General Body. A Special Meeting shall be held upon not less than twelve days and not more than thirty five days notice advising the time, place and purpose of the meeting.

SECTION III

PROCEDURES: Except where otherwise provided herein, the Robert's Rule of order shall govern the procedure of meetings.

SECTION IV

QUORUM: Twenty five percent members present or by proxy shall constitute the quorum at Executive Committee Meetings. Ten percent or Fifty-one members present or by proxy, whichever is less shall constitute the quorum at the General Body Meetings. Twenty five percent or Eleven Trustees present or by proxy, whichever is less shall constitute the quorum at Board of Trustees Meetings. However, when Eleven Trustees constitute the quorum, two of them ought to be Managing Trustees. If the percentage stipulated computes to a fractional number, it should be rounded to the nearest whole number.

SECTION V

WAIVER OF NOTICE: Any notice required by these BY-LAWS may be waived in writing by any person entitled to that notice. The waiver may be executed, before, after or at the meeting with respect to which the notice is waived. Each member attending a meeting, for which a proper or improper notice was in a dispute, shall be deemed to have waived such notice.

ARTICLE SEVEN
BOOKS, RECORDS, AUDIT, REPORT

VRAJ shall keep proper and complete books and records of account and shall also keep minutes of the proceedings of its meetings. **VRAJ** shall issue audited report to its members before or at the time of the Annual General Body Meeting for the fiscal year ending on the 31st December of the previous year. The deposit of all funds shall be subject to the direction of the Board of Trustees All incoming funds shall be received by the Treasurer, shall be deposited or invested as shall have been prescribed by the Board of Trustees. All disbursements shall be managed by the Administrator of the various centres of **VRAJ** under the supervision of the Controller. From time to time, the Controller and the Administrator will make the representation to the Board of Trustees for the transfer of funds to the disbursement account from the funds held by the Treasurer. Checks drawn on the accounts of the organization shall bear the signature of any two of several individuals whom the Board of Trustees shall have authorized to be signatories for a specific account with a specific financial institution. One of those individuals should be the one in the custody of the check book.

The Treasurer shall maintain certain Reserve Funds equal to the pre-determined corpus amount of which only the yield is to be used on a recurring basis per annum.(e.g. Permanent RAJBHOG, Permanent PALNA, etc.) As far as practicable the Treasurer shall also earmark a special Reserve Fund to service Life Members. Such a Reserve Fund per member ought to be to the tune of at least ONE THOUSAND times the cost of the prevalent first class postage stamp. The Treasurer shall also maintain a Reserve Fund for Depreciation.

All Reserve Funds should have a corresponding 'Long term fixed investment'. From time to time, the Board of Aldermen or The Entire Board of Trustees or The General Body would spell out the powers of approval of expenses by various officers or committees. Initially, they are enumerated in **ADDENDUM 'G'**.

ARTICLE EIGHT
LIABILITY

At no time shall a member or his/her guest/s or invited guest/s or any institution bring a legal action against the **VRAJ** or any of its members, officers or employees for injury sustained or property loss or damage

incurred by them while participating in, attending or conducting any activity sponsored by the **VRAJ**. Any grievance of similar or like nature may be referred to an Arbitration Board comprising of Eleven members of the VRAJ; five of which to be nominated by the aggrieved party, five to be nominated by the Chairman, the President, the 1st Vice President, the Controller & Five Managing Trustees. The Internal Auditor shall be the Chairman of the Arbitration Board.

ARTICLE NINE **AMENDMENTS**

These BY-LAWS can be amended on the recommendation of the Board of Trustees. By A two-third ($2/3^{\text{rd}}$) majority of the General Body present in a person or by proxy, and voting at an Annual General Meeting or a Special General Meeting. A written notice of not less than nineteen days not more than thirty-five days stating the date, time and place of the meeting along with the suggested amendments should have been given to all members of the General Body. If any member wishes to initiate an amendment s/he shall have the signature of at least One Hundred members endorsing the proposal in writing to the Board of Trustees. In case such proposal is received on a date that is less than ninety days before the Annual General Meeting, it would be slated on the agenda of the Annual General Meeting along with the comments of the Board of Trustees. For the rest of the year a Special General Meeting will have to be called for the specific purpose deliberation and voting.

Whenever any draft of the proposed amendment is tabled and deliberated, the final amendment need not be the verbatim copy of the proposal, which was communicated with the notice. There could be an occasion when as a corollary to the original proposal some other Article may have to be revised. Such a 'Redirect' ramification should be in line with the theme and the subject matter of the issue before the General Body. However, under no circumstances, totally unrelated proposal could be entertained for the amendment as it would not have complied with the provision of 'Due Notice' of nineteen to thirty five days.

Notwithstanding anything contained hereof, these by-laws may be amended by a near unanimous (requiring at least 15 persons) initiative of the Board of Aldermen and the Polit Bureau. As and when these By-laws are amended, the amendments should be incorporated in the main Body of the By-laws. This deviation from the customary practice of

'amendments' as an addendum is adopted so that it is easier for members to comprehend.

ARTICLE TEN **CAUSE & EFFECT**

All members bear the responsibility of informing the VRAJ office of any change of address in a prompt & timely manner. **VRAJ** do not bear the responsibility of anomaly of mail or courier delivery, which is beyond its control. Wherever there is a mention of a singular in these By-laws, it may be read as plural and vice-a-versa. Wherever there is a mention of masculine, or feminine, it may be construed as masculine, feminine or both.

These by-laws should be read in conjunction with the ARTICLES OF INCORPORATION of the **VRAJ** that are filed with the Corporation Bureau of the Department of State, Commonwealth of Pennsylvania on the Sixth day of August, 1987 - Shravan Shukla Ekadashi in the FIVE HUNDRED AND TENTH year of Jagadguru Vallabhacharya Mahaprabhujee. Whenever in doubt, the provision of the Articles of Incorporation shall prevail over the By-laws.

ARTICLE ELEVEN **SPIRITUAL GUIDANCE**

The Board of Trustees and the Executive Committee shall follow the guidance bestowed by the lineage holders of Shree Jagadguru Vallabhacharya Mahaprabhujee in performing the religious services, ceremonies, liturgy and festivities. Whenever they are in doubt, the Guidance should be sought from the Prime Pontiff, the Presiding GURU of PUSHTI MARG who also happens to be the Presiding GURU of the Western Hemisphere Shrine at VRAJ, Pennsylvania, HIS DIVINE HOLINESS GOSWAMI SHREE 108 TILAKAYATJEE MAHARAJSHRI of Nathdwara, India.

Any interpretation of a tradition, liturgy or practice should in no way be contrary to any Federal Statute, the laws & ordinances of the Commonwealth of Pennsylvania or those of State or County or Township where VRAJ operates a particular centre or a temple.

ADDENDUM 'A'

OBJECTIVES

(Forming part of SECTION I of ARTICLE II)

Copy of the PURPOSE clause # 4, THIRD 'D' of the ARTICLES OF INCORPORATION of VRAJ

Filed with the Corporation Bureau of the Commonwealth of Pennsylvania

Establish and Operate one or more centres and/or temples for educating Devotees in Pushti Margiya Vaishnav Faith as expounded by Acharya Vallabhacharya Mahaprabhujee (One of the Four Principal Spiritual Leaders of the HINDU RELIGION) and perform worships or religious services. No member of the public shall be excluded on account of his/her Cast, Race, Sex, or National Origin.....

.....purposes shall be limited to and shall include only religious, scientific literary, or educational purposes within the meaning of those terms as used in SECTION 501 © (3) of the Internal Revenue Code of 1954.

RELIGIOUS

1. Establish and operate one or more temples for religious purposes.
2. Worship of the Deities of the Faith; daily and on auspicious days as customarily prescribed in the Religious books and Scriptures. Purity of the rituals shall be maintained as far as possible or as circumstances permit.
3. Provide facilities and guidance to followers of the Faith.
4. Promote and hold cultural activities to fulfil the religious needs of believers of the faith and provide a religious and cultural identity for their children and the future generations.
5. Perform such other worships or religious services authorized by the Faith.

EDUCATIONAL

1. Propagation of the religious and philosophical teachings of the Faith as interpreted and expounded by the direct descendents of Acharya Shree Vallabhacharya Mahaprabhujee – lineage holder GOSWAMI.
2. Publish 'PUSTI SANDESH', a journal dedicated to renewal and restoration of the Faith and education of the masses in the teachings of HINDU RELIGION in general with a particular emphasis on Shudhdhadwait School of His Divine Holiness Jagadguru Vallabhacharya Mahaprabhujee.
3. Organize seminars, symposia, lectures, meetings to discuss, deliberate and propagate the Faith.
4. Publish books, acquire manuscripts and books, and conduct correspondence courses.
5. Such other educational activities as may be appropriate to effectuate the purpose of the VRAJ.

CHARITABLE

Such public Charitable purposes, as recognized and accepted by the laws of the United States of America, which the trustees consider to be consistent with Hindu prescriptions of public charitable deeds, endowed with religious merit,

ILLUSTRATIVE

The above Religious, Educational and Charitable purposes **are illustrative and not exhaustive**. The Trustees have the authority and discretion to achieve these purposes, so long as they are not inconsistent with the Hindu Scriptures and Customs and are not in violation of Laws of United States of America and/or State/County/Township where VRAJ is operating any centre or temple.

AUTONOMOUS ENTITIES

VRAJ may operate an autonomous entity solely for the purpose of **EDUCATIONAL & CHARITABLE** purposes so that although controlled by VRAJ, the operation/s is/are independent of and is not subrogated to its **RELIGIOUS ACTIVITY**.

VRAJ may also operate chapters with partial autonomous status so that it is feasible to operate "MORE CENTERS" as enunciated in the OBJECTIVES.

ADDENDUM 'B'

DEVOTEES IN RESIDENCE

(Forming part of SECTION I of ARTICLE II)

Any member, Donor or Devotee or their Nominees staying at the VRAJ on the Permanent or Semi-Permanent basis, is considered to be there so that s/he is nearer to the Shrine, availing multiple opportunities to participate in the Religious Services. Irrespective of the number of Hours, Days, Weeks, Months and Years of Voluntary Service s/he would not inure any tenancy or squatter's rights and privileges. His or Her stay would be at the pleasure of the Board of Trustees

Devotee/s stay at VRAJ, at their own risk and VRAJ, its Trustees and Executives would not be responsible for any inconvenience or injury sustained by such Devotee/s in Residence.

ADDENDUM 'C'

ELECTORAL COLLEGES & CORRESPONDING REPRESENTATIONS

(Forming part of Section V of Article FOUR)

Article Section	Electoral College	Will Elect the following:
VI – I c	General Body	External Auditor
IV – II	General Body	Vice-Presidents, Executive Secretary, Other Secretaries, and Members at Large.
III – X	Board of Trustees	Chairman, Vice Chairmen, Treasurers, Controller, Secretaries, Internal Auditor, President, and Managing Trustees.
III - III	Supporters (II-II g)	Three Trustees representing them on the Board.
III – III	Diplomats (II-II h)	Three Trustees representing them on the Board.
III - XVII	Body of Pioneers	Two Representatives to The Steering Committee.
III - XVII	Board of Aldermen	Two Representatives to The Steering Committee.

ADDENDUM 'D'
FOUNDERS – PARAMARSHAKS

(Forming part of SECTION II of ARTICLE THREE)

Govindbhai B. Shah
Monmouth Jct., New Jersey

Pramod R. Amin
Mount Vernon, Virginia

PIONEERS

(Forming part of SECTION IV of ARTICLE THREE)

<u>Last Name</u>	<u>Initiator</u>	<u>Spouse</u>
1. Amin	Late Premkumar	Amarjyoti
2. Amin	Dilip	Pragna
3. Amin	Ranjan	Pramod
4. Chandarana	Ram Krishna	Nilanjana
5. Desai	Late Dr. Dinker	Kalpna
6. Desai	Late Mahendra	Late Sushila
7. Desai	Sumant	Renuka
8. Desai	Suresh	Geeta
9. Gupta	Late Girish	Vimla
10. Kothari	Dr. Harish	Dr. Kaumudi
11. Lakhani	Narendra	Shakuntala
12. Majmundar	Dr. Gopal	Dr. Minaxi
13. Mehta	Late Dr. Jashvant	Pravina
14. Mehta	Late Jashvant	Usha
15. Parikh	Dr. Manoj	Dr. Pallavi
16. Parikh	Dr. Prakash	Ilaxi
17. Patel	Late Navin	Ila
18. Patel	Kantibhai	Late Shardaben
19. Patel	Mahendra	Mallika
20. Patel	Dr. Mahesh	Nalini
21. Patel	Late Ramanlal	Sharmistaben
22. Patel	Shailesh	Mayuna
23. Patel	Late Sitaram	Shantaben
24. Sanjanwala	Pankaj	Indira
25. Shah	Ashwin G.	Jagruti
26. Shah	Ashwin	Vinodini
27. Shah	Dharmendra	Sangita
28. Shah	Hasmukh (H.R.)	Rosemary
29. Shah	Kaushik	Jyotsna
30. Shah	Dr. Mahendra	Usha
31. Shah	Mahesh	Aruna
32. Shah	Suresh	Renuka
33. Sheth	Kirit	Meera

ADDENDUM 'E'
COMPOSITION & TENURE OF THE STEERING COMMITTEE.

(Forming part of SECTION XV of ARTICLE THREE)

<i>Member</i>	<i>Source - Representing</i>	<i>Tenure</i>
Chairman	<i>Paramarshak</i>	As long as he is active.
Three Members	<i>The Pioneers</i>	Four Years. Subject to extension or recall by Pioneers who may appoint new members.
Two Members	<i>The Aldermen</i>	Four Years. Subject to extension or recall by Aldermen who may appoint new members.
One Member.	<i>Chairperson</i>	Concurrent with the office of the Chairperson.
One Member	<i>President</i>	Concurrent with the office of the President.
One Member	<i>A Trustee proficient in the Pranali – Liturgy of Pushti Marg.</i>	Four Years. Subject to extension and recall by Aldermen who may appoint a new member.
One Member	<i>A Trustee proficient in Theology of Pushti Marg.</i>	Four Years. Subject to extension and recall by Aldermen who may appoint a new member.
One Member	<i>Elder representing Youth Activities.</i>	At the Pleasure of Aldermen.

In the absence of Paramarshak, the Senior Alderman on the Steering committee would assume the chairpersonship. If both are absent the Chairperson of the meeting would be elected by the members present.

ADDENDUM 'F'
SUGGESTED COMMITTEES WITH QUASI-PERMENT MEMBERS
(Forming part of Section VII of Article THREE & SECTION IV of FOUR)

A. Committees reporting to
The Chair person and The Officers of the Board of Trustees

- 1, Finance
2. Architectural
3. Construction
4. Vraj Vaas
- 5 Education

B. Committees reporting to
The President and The Executive Committee

6. Human Resources
7. Procurement from India
8. Expatriate Staff from India
9. Facilities Repair and Maintenance

APPOINTMENT: The committees would be appointed by the respective reporting entities in consultation with the Nominations and Election Commission.

Two Quasi-Permanent members per Section XIV of Article THREE and Section IV of Article FOUR:

Quasi-Permanent members would be appointed by The Board of Aldermen with the initial tenure of FIVE years. They will be at the pleasure of The Board of Aldermen. This would mean that they could be recalled or replaced by The Board of Aldermen, who will have the authority to fill any vacancy due to incapacitation, resignation or death. One of the TWO Quasi-Permanent Member would be an Ex-Officio Co-Chairperson of the respective committee.

ADDENDUM 'G'
Procedures for Requisitions and Procurement.
and

Approval Powers of Various Officers & Committees

(Forming part of SECTION I of ARTICLE II)

All orders of goods and services under \$500/- could be initiated and approved by the Manager or Administrator or Executive Secretary. All other orders for goods and services would be governed by the following schedule:

<u>Amount Between</u>	<u>Requisition to be approved by</u>
\$ 501/- & \$ 1,000/-	Executive Secretary or Vice President , or President.
\$ 1,001/- & \$ 5,000/--	President or Resolution of Executive Committee, or Chairman.
\$ 5,001/- & \$ 10,000/-	Resolution of Executive Committee, or the Chairman.
\$ 10,001/- & \$ 25,000/-	Unanimous Resolution of The Executive Committee. or the Resolution of The officers of The Board of Trustees
\$ 25,001/- & \$ 51,000/-	Resolution of the Officers of the Board of Trustees with the 2/3 rd majority. Or The Majority of The Polit Bureau or The Resolution of the Officers of The Board of Trustees backed by the Majority of Steering Committee.
\$ 51,000/- & ABOVE	Resolution of the Officers of the Board of Trustees with the 2/3 rd majority endorsed by The Polit Bureau.

The recurring bills should be paid by the Manager or Administrator, however if there is unprecedented more than 30% increase over the average of the previous three months bills should be referred to the Controller for investigation and justification and approval by The President or The Chairman. Once the order is place or services are called for with an approval per above schedule, the bills should be routinely paid after ensuring the receipt of goods and /or services.

Internal Auditor is entrusted with the task of vouching and policing that the above schedule is strictly followed and there is no deviation. Deviation must be immediately reported to all members of the Polit Bureau for appropriate action and redress. Notwithstanding any voting rights accorded in this ADDENDUM to various Ex-Officio titles, when ever any individual has more than one vote, s/he would be entitled to only one vote.