

Janali

NCSC GENERAL ASSEMBLY

DATE; SUNDAY, JUNE 9TH, 2024

All the titles, subtitles, clause and contents of the current bylaws remains as it is. Only the Following Amendments & addition is presented by AGM held on June 9th, 2024.

AMENDMENT

1. **FOUNDING MEMBER:** Founding Membership fee remains \$3500 until December 31st of 2026. After December 31st of 2026, the Founding Membership will not exist. Any member who will not be able to pay the full amount of \$3500 by Dec 31st of 2026, will be automatically named as Life member upon completion of \$3500, the contribution of the dues for the life membership.
2. **HONORABLE FOUNDING MEMBER:** Honorable Founding Membership contribution remains \$5000 until December 31st of 2026. After December 31st of 2026, the Honorable Founding Membership will not exist. Any member who was not able to pay the full amount of \$5000 by Dec 31st of 2026, will call Life member by default, upon completion of \$3500, the life membership fees.

Rationale: Founding/Hon Founding members referred for the founding of the Temples, and we hope to have at least started the Temples prior to Dec of 2026]. To maintain the same membership fee is practical as during Nawaha about 500 members made a pledge to contribute by the end of 2026. Furthermore it not only welcomes the new member but also encourages to be in the higher ladder of membership contribution.

3. **LIFE MEMBERSHIP:** Contribution is raised from \$2000 to \$3500.

Rationale: As founding members will not exist after Dec 31st of 2026, We need to align the contribution of same amount of \$3500 for the same category, for future life membership

4. **TRUSTEE.** Contribution remains to be \$11000 till December 31st of 2026.
5. **HONORABLE TRUSTEES-** Contribution remains to be \$15000 till December 31st of 2026.

Rationale: \$11000 & \$1500 is a significant amount, and it becomes the "words of Mouth" in our community. Increasing this amount may discourage the community members to get to the chamber of BOT.

6. **PATRONS:** Any member can be patron by paying \$35000.00. Both Husband and wife shall have privileges as Patrons

Rationale: Over the years NCSC experience \$50K becomes very huge amount and members were hesitated to donate this huge amount even though they want to increase

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their contribution for Patrons. Furthermore, during Nawaha, there were 25plus pledge of \$35K, is a proven fact for the need of Patrons.

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7. **WALL OF HONOR [WH]:** Any member can be a Wall of Honor by contributing to the amount of at least \$100,000. Both husband and wife will be recognized as Wall of Honor.
 8. **FAMILY WALL OF HONOR [FWH]:** If member paid at least \$150,000, they will be honored as "Family Wall of Honor", where in addition to husband & wife all the children will be honored as "Wall of Honor" will be recognized as Wall of Honor in the picture display as necessary. If member paid the contribution of at least \$200,000 all the grand children in addition of husband, wife and Children will be recognized as Wall of Honor in the picture display as necessary.

Rationale: During Nawaha there were significant number of pledgers that ranges from \$100K to \$155K. We need to incorporate their contribution appropriately in terms of the recognition.

9. **COMPOSITION OF THE BOT:** The BOT shall have "Executive Board [EB]" that comprises **four Title Holders** [whose title, duties and responsibility remains as mentioned in Title 8 and subtitle 8.2 in the current bylaws] and **two Directors;** Finance Director & Director of Asset Management, are called "~~active trustees~~ ^{BOT Officials}", and perform their duties and responsibilities as mentioned in #12 & 13 of this amendment below. The Executive Board perform the regular activities as office bearers of the BOT. Other members of the trustee Board will function as "~~Less-active~~ ^{BOT members} trustees. Simple majority of the attendees attended in the meeting, ~~from both active and less active trustees~~ will make the **quorum** of BOT meetings, and can have equal voting right on the meeting agendas of the BOT.

10. **Existing:** The BOT shall have 4 office bearers & unlimited member

Proposed: The BOT shall ^{include} have 4 Title Holders & 2 Directors as ^{BOT Officials} active members, and unlimited ^{Bot} less active members. All the good standing Trustees, Patrons and Wall of Honors shall act as the "~~less active~~ ^{members} trustees of the BOT.

11. Executive board has the authority to spend \$15,000 at one time and a total of \$75,000 in a year without the approval of BOT. ^{The}
12. **Duties & Responsibility of Finance Director (FD):** Director of finance might have financial and technical background by training or by experience. The main responsibility of FD is to maintain the transparency on income and expenses of the BOT that may also include to match the members contribution with the book, proper documentation of their payment, including updates on the status of their payment and dues. Furthermore, s/he is responsible to communicate with the members for the reminder of the upcoming payment, including to provide proof of their payment as needed. In addition, FD will assist Vice Chair of Investment, Planning & Finance (IPF), and secretary of BOT to perform their daily responsibility as needed. FD is also responsible to assist the Secretary to perform the duties as needed including to take the responsibility in his/her absence.

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13. **Duties & Responsibility of Director of Asset Management [DAM]:** The DAM might have adequate knowledge and skills about the real estate, infrastructure and its value, and repair. S/he will be responsible to assist IPF to plan, and to execute the plan per the decision of Executive Board, and BOT, for the overall grow in the value of current and future infrastructure of NCSC and its total asset. The responsibility of DAM also includes management of all the aspects of leasing, repair and maintenance of current infrastructure and assets including the needed documentation. DAM may assist Vice Chair of organization & management to perform his/her duties as needed.

Rationale: Existing composition of BOT was created based on fewer number of trustees and was without the concepts of various levels of contribution at the time of inception of BOT. However, with the huge flux in the number of trustees as well as the incorporation of various categories of trustees in the Board is a need to revise the structure of BOT. The creation of the "Executive Board" is the reflection of this fact. The positions created are job-based position, aiming to streamline for the greater transparency of members donation and to reach out to the members efficiently, as well as to protect the growth spirit of growing assets of NCSC professionally, and to maintain the compliance with the Govt regulations.

AMENDMENT:

14. **Executive Committee:** Existing Six (6) elected members as identified in title 9, Subtitle 9.1 of the current bylaws are replaced by Six (6) "**Member Coordinator**" with specified title, duties & responsibility as given below. The provision of members including the members from NST remains as it is.

12.1: "**Mahaprasad Management Coordinator [MMC]:** S/he shall be responsible for the overall management of Kitchen that may include to manage available cook, volunteers, and helpers, cooking utensils, Items and amounts. In addition, s/he is responsible for the hygiene, cleanliness and welcoming atmosphere of Kitchen.

12.2: **Mahaprasad Sponsor Search Coordinator [MSC]:** S/he is responsible to search for the sponsor for Mahaprasad in advance. S/he may plan to search for all avenues to find the sponsors, amount that need to be raised for enough, healthy & nutritious Mahaprasad that will welcome more visitors to the Temple.

12.3: **Mahaprasad Procurement Coordinator [MPC]:** MPC is responsible to obtain resources and enough items needed for well-managed Kitchen that may vary from cooking items, utensils and all other aspects, and make purchases as needed and make available to use by MMC. In addition, MPC is responsible to plan, and act ahead of time to provide all the enough necessary items to prepare the enough Mahaprasad.

MMC, MPC & MSC need to work cohesively as a team for the effective delivery of the service to the devotees that welcomes considerable number of Visitors in future.

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12.4: **IT Coordinator:** S/he is responsible for all the documentation that requires technical skills, and their uses. In addition, s/he is responsible for the required expertise to function all the IT related machines and applications for programs and events scheduled in NCSC premises. S/he needs to plan and act as needed to repair and purchase the IT related items which may need to assist to function the Job of Secretary.

12.5: **Volunteer Coordinator [VC]:** S/he is responsible to find the adequate number and types (skills) of volunteers needed for the successful completion of programs, events, and initiations including Kitchen management.

* 12.6: **Woman Puja Coordinator:** This position has to be fulfilled by female member only. She is responsible to manage the puja room. In addition, she effectively plans and organize adequate puja items and clear procedure in advance to deliver smooth blessings to the significant number of devotees.

13. **Secretary:** S/he is responsible to perform all the duties included in the existing bylaws. In additions, S/he is also responsible for technical services, and to keep the technical inventory. Furthermore, s/he is responsible to plan, identify and to purchase the IT related items. S/he is the contact person for the media outlets.

Rationale: Replacement of members by the Member coordinator is an aim to operate the daily activities including the kitchen, efficiently, and to provide the feeling of ownership to perform the assign task among the members of EC. This learning is one of the outcomes of Nawaha which helps to envision to manage the kitchen for larger event in future.

15. **Assistant Treasure** The duties and responsibility of Assistant Treasure is written in the current bylaws. In addition to the current specified job s/he is also responsible for to collect the dues from the tenant, documentation of the payment and related documents, manage the raised fund including all the aspects of tenant management.

Rationale: Extra job is added based on the wider scope of current operation of NCSC which housed more than half a dozen of tenant.

AMMENDED

16. **Article 13 e:** The Secretary shall keep accurate records/minutes of NCSC activities and EC meetings

Amended: The General Secretary shall keep accurate records/minutes of NCSC activities and EC meetings

17. **Article 10 a:** Duties of President- Prepare and present President's report in General Assembly

Amended: This is permanently deleted from the duties of President

18. **Article 13 e,j & k: Existing: Duties of Secretary :**

Amended: Duties of General Secretary

19. **Added: Article 13 L:** Duties of General Secretary- Prepare and present NCSC annual activities report in General Assembly

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ADDED: RESPONSIBILITY OF EC

15. The Executive Committee, in consultation with the Executive Board of the Board of Trustees (BOT), may form an Expert Committee. This committee will enhance transparency, foster member ownership, ensure compliance, and promote long-term sustainability. This committee will only be formed in response to such occurrences and must be approved by a BOT meeting. The Expert Committee will be responsible for identifying and implementing measures to address unforeseen current or future aspects of the organization's operation, investment, and planning, as needed, such as-

A. Asset Management: Overseeing and managing the organization's assets to ensure optimal use and longevity.

B. Legal and Liability: Ensuring compliance with all relevant legal requirements and mitigating potential liabilities.

Rationale: This Expert Committee is uniquely constituted by both the BOT and the Executive Committee (EC) to envision and develop strategies for addressing unforeseen issues, ensuring the organization's resilience and adaptability.

❖ ~~Existing:~~ Title 6.3: There is no quorum requirement in the second meeting

Amendments

~~GA Quorum:~~ a simple majority is a quorum; if unable to have the simple majority in the first call, 2 percent of the voting members is the quorum for the second call; there is no quorum in the third call.

20. **ADDED:** EC Officers shall not be the candidate and shall not be nominated/elected on the same position for more than ~~one~~ ² term.

21. **ADDED:** If any of the EC officers/members is absent, without any prior notice with reasonable reason, in two consecutive EC meetings, he/she can be removed from the office. Such removal must be approved by two thirds of the votes of the EC. The EC shall nominate a new member to fill the vacant post.

Signed by the participants

on June 9, 2021
4:30 PM.

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Dinesh Gyawal
RABIN KUIANAL
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Laxmi Prasad

LAXMI PAUDEL

Chhabi Choparin



Sita B. Sapkota



NIRAJ SHRESTHA



Satish Lohani



Babu Ram Deukota



Pray Adhikari

