



Nepali Cultural and Spiritual Center

2016 W. Grauwylar Rd, Irving, TX, 75061
www.ournsc.org | E-Mail: admin@ournsc.org | Ph: 972-986-7779

From: NCSC Election Committee-2018

Baikuntha B Thapa, Mahendra Poudyal, Dr. Prem Adhikari

To: Special Members, Founding Members, Life Members, Benefactor Members and Trustees

Date: November 20, 2018

On October 28, 2018, The Board of Trustees of Nepali Cultural & Spiritual Center (NCSC) has assigned Baikuntha B Thapa as chief of the election committee and authorized to add other members to the team, as deemed necessary. Mr. Mahendra Poudyal and Dr. Prem Adhikari are added to this committee. The Board of Trustees of Nepali Cultural & Spiritual Center (NCSC) has assigned us the task of developing a slate of nominees for upcoming Election for:

1: Board of Trustees (BOT) a 2-year term from year 2019-2020.

2: Executive Committee (EC) for a 2-year term from year 2019-2020.

The Election Committee is the premier body overseeing nomination and election working within the framework of the Constitution and By-laws of NCSC. We are happy to publish the Election details as follows.

We are requesting you to nominate candidates for these positions on the Board of Trustees (BOT) and EC (Executive Committee). The nominees and the nominator shall be current voting members of NCSC.

This is your chance to shape the future of our temple and community by becoming a candidate in the upcoming Election. This system is based on the bi-laws of NCSC. Once again we solicit and also would like remind you the deadlines to your nominations and details of the Election Process.

1: Board of Trustees (BOT) Election

There are total of 4 positions open for election.

Position #1: Chairperson - 1

Position #2: Vice Chairperson – Organization and Management (O&M) - 1

Position #3: Vice Chairperson – Investment, Planning and Finance (IPF) - 1

Position #4: Secretary – 1



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Nomination Procedure for BOT Election:

Any trustee of NCSC can nominate any other trustee for only one position.

If you are nominating, please ensure you get the nominee's consent to run in the election for that position prior to nomination.

Completed Nomination form must be submitted in person to election officials or NCSC office. Please refer to Election timelines in regards to deadlines and nomination procedure.

Voting Member of NCSC BOT Election

Any trustee/patron one who has donated the required amount (\$) as per bylaws between 2009 and December 18th 2019 can vote. **Each trustee has 1 voting right and all honorable trustee has 2 voting rights.**

2: EXECUTIVE COMMITTEE (EC) Election:

There are a total of 11 positions open for election.

Position #1 -: President -1

Position #2: Vice President O&M (Operation and Management) -1

Position #3: Vice President C&C (Communication and Compliance) -1

Position #4: General Secretary - 1

Position #5: Secretary -1

Position #6: Treasurer -1

Position #7: Assistant Treasurer -1

Position #8: Members - 4



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Nomination Procedure (EC):

Any special member of NCSC can nominate any other voting member (or Trustees for some positions as indicated), or himself/herself. A person can be nominated for only one position.

If you are nominating, please ensure you get the nominee's consent to run in the election for that position prior to nomination.

Completed Nomination form must be submitted in person to election officials or NCSC Office. Please refer to Election timelines in regards to deadlines and nomination procedure.

Voting Member of NCSC EC Election

Anyone who has donated to the NCSC the following amounts is considered voting or member of NCSC:

- Donated a total of \$1000 or more between 2009 and December 18th 2018 (includes Special Members, Founding members and Trustees)
- Both the donor and spouse are considered voting members of NCSC allowing 2 votes for the family. (Only for Founding members and Trustee. Special members will only have one vote per family)

How to exercise my Vote in the election:

All voting members of NCSC (defined above) are eligible to vote.

Voting can be done in person only. The final voters list will be published on NCSC web site <http://www.ournsc.org>. **Please contact NSCC for any questions in regards to membership and name corrections.**

Election Timelines:

The following is the schedule of this election process:

1. Receipt of Nominations by the Election Committee: **December 16th, 2018 by 4:00P.M.**
2. Valid Nominations Announced: **December 17th, 2018**



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3. Withdrawal of Nominations by Candidates: **December 19th, 2018 by 4:00P.M.**
4. Final List of Candidates for Election: **December 20th, 2018**
5. Election Day (Voting in Person): **December 23rd, 2018 at NCSC (11.00 A.M.-4.00 P.M)**
6. Election Venue: **2016 W Grauwlyer Road, Irving, TX 75061**

Please refer to NCSC by-laws 2014 (amended 2016) posted at NCSC website in regards to voting member and candidate requirement and procedure.

Please visit: <http://www.ournsc.org/userfiles/file/Docs/NCSC%20bylaws%202014.pdf>

The Election Committee will handle all the items related to this election. Please direct all inquiries regarding this election to Baikuntha B Thapa @ bbthapa@hotmail.com. Or call @ (817) 896-8851

Thank you for your cooperation.

Regards,
Baikuntha B Thapa, chair, Election Committee 2018
Mahendra Poudyal, member,
Dr. Prem Adhikari, member,

Enclosed are nomination forms, 1 for BOT nomination and 1 for EC nomination which should be completed and to reach the following address in person on or before December 16, 2018 **by 4:00P.M.**
Please use appropriate nomination form.

NCSC Election Committee 2018

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Also, we would like to notify you that the nomination forms are sent via e-mail to all the voting members on file. If you know someone who did not receive the nomination form, it can be downloaded from our website: ournsc.org.

For the nominations to be valid, the following shall apply:

- Each nomination must be proposed by at least two (2) voting members (not from the same family).
- The nominating members and the nominees shall be voting members of the NCSC and their dues paid as per bylaws.
- Nominees cannot be from the same family.
- A voting member cannot nominate more than one person.
- The nomination form may be reproduced if required. However, each form shall be submitted with an original signature.
- The nominee must consent in writing on the enclosed form.
- After receiving the nominations, the Election Committee will contact the nominees to confirm their acceptance. The Committee will then prepare the slate of confirmed nominees for election.

Voting can be done in person only. The final voters list will be published on NCSC web site <http://www.ournsc.org>. If you have paid more than \$1000.00 and your name is not on the voters list or is incorrect, you have until December 16th, 2018 to contact NCSC Membership Committee to get corrected or added. Any missing or incorrect names will not be added or corrected to the voter list after December 16th, 2018. Please contact ncscenter@gmail.com for any questions or corrections in regards to the voters list.

Please participate in the election process. We look forward to your nominations.



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ELECTION OF Executive Committee of NCSC 2019-2020

We, the undersigned, nominate

_____ for _____ position
on the **Executive Committee (EC)** of NCSC for a two-year term 2019-2020.

Nominated By _____ Phone # _____

Signature _____ Date _____

Seconded By _____ Phone # _____

Signature _____ Date _____

NOMINEE'S CONSENT

I, _____, hereby accept the nomination
for _____ position on the Executive Committee of NCSC for a two-year term
2019-2020. I hereby solemnly swear that, if elected, I will serve on the Executive Committee as
a volunteer for the two-year term and fulfill my responsibilities as prescribed in the Constitution
and by-laws of the NCSC.

Date _____ Signature _____

Phone/Cell # _____

Address _____

**The nominations must include a half-page Personal-Bio of the Nominees and must reach
in person to the following address by December 16, 2018 by 4:00P.M**

NCSC Election Committee 2018

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Self nominations are not valid.



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ELECTION OF Board of Trustee (BOT) of NCSC 2019-2020

We, the undersigned, nominate

_____ for _____ position
on the **Board of Trustee (BOT)** of NCSC for a two-year term 2019-2020.

Nominated By _____ Phone # _____

Signature _____ Date _____

Seconded By _____ Phone # _____

Signature _____ Date _____

NOMINEE'S CONSENT

I, _____, hereby accept the nomination
for _____ position on the Board of Trustee of NCSC for a two-year term
2019-2020. I hereby solemnly swear that, if elected, I will serve on the BOT as a volunteer for
the two-year term and fulfill my responsibilities as prescribed in the Constitution and by-laws of
the NCSC.

Date _____ Signature _____

Phone/Cell # _____

Address _____

**The nominations must include a half-page Personal-Bio of the Nominees and must reach
in person to the following address by December 16, 2018 by 4:00P.M**

NCSC Election Committee 2018

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Self nominations are not valid.