

Ghanaians in Greater Kansas City

GGKC



CONSTITUTION AND BYLAWS
OF
GHANAIS IN GREATER KANSAS CITY

Mission

GGKC is a nonprofit association that seeks to empower the Ghanaian in Diaspora by promoting our Ghanaian heritage and providing a platform for networking.

Vision

To create a sense of identity and provide opportunity for individual and collective success among Ghanaian Diaspora.

Motto

“All for One” “One for All”

CONSTITUTION ARTICLES

Article I - Name of Organization

The name of the organization shall be "Ghanaians in Greater Kansas City (GGKC)", and shall be recognized as such. The Greater Kansas City will be the cities surrounding Kansas City in both Kansas and Missouri.

Article II - Aims of Organization

Ghanaians in Greater Kansas City (GGKC) shall be a registered non-profit, non-political social organization to enhance the social life of its members by:

- Regularly bringing members together to enable networking.
- Coordinating the activities among the various member groups.
- Promoting peaceful atmosphere among the various Ghanaian communities.
- Being the mouthpiece for all Ghanaians in the region
- Representing the national interest of Ghana in the region.
- Providing support to member organizations in times of crises and celebration.
- Promoting our Ghanaian culture.
- Sponsoring Ghanaian Community-wide celebrations.

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officers or other private persons and other such provisions under section 501(c) (3).

Article III - Location and Administration of Organization

- The location of GGKC and its registered office shall be in Kansas City metro area.
- Each member association will appoint three members (at least two executive members) to GGKC.
- Individual members who do not belong to a member association may attend GGKC meetings as long as they have committed to continued attendance.
- An executive committee duly elected from the GGKC membership shall administer the daily operations by GGKC.
- A Board of Directors shall however be ultimately responsible financial, mission, and operational decisions of GGKC.
- Board members shall be nominated by founding team and elected by members

- Board members shall also be considered members of GGKC
- The Board shall be governed by a different set of rules.

Article IV - Membership of Organization

- GGKC membership is open to all Ghanaian associations, churches, groups and individuals, at least 21 years old. Spouses of Ghanaians may be members as long as they are still married to a Ghanaian, but membership shall not be revoked upon death of spouse.
- Each member must provide a completed application, copy of its most current constitution (if an organization), copy of registration from the Colorado Secretary of State (if an organization) and membership fee to become a member.
- All association representatives and sworn-in individual members shall be voting members.
- Ex-officio membership: ex-officio status should be limited to the immediate past president who would exit as soon as there is a new immediate past president.
- The conferment of ex-officio status to past presidents and others should not be automatic but rather done only upon approval by membership. This is intended to avoid the involvement of contentious individuals in GGKC business.
- After a voting member's absence from three consecutive meetings in a given year, the member in question must be contacted. A dismissal is effected at the next general meeting if member fails to attend the next meeting.

Article V - Membership Fees and operating fees

There shall be a one-time membership fee of \$100.00 for organizations and \$10 for individuals. There shall be annual dues of (\$150/yr) for organizations and (\$25/yr) for individuals. These amounts may be changed at any of the quarterly meetings of GGKC. After October 31 if the member is not paid up in full, a 25% late fee shall apply on the balance.

Article VI - Executive Officers of Council

The Executive of the Association shall comprise:

1. President
2. Vice-President
3. Secretary
4. Treasurer
5. Public Relations Officer

The Officers of GGKC shall be elected to serve a 2-year term. All appointed officers will serve the duration of their assignment. No officer shall hold a given office for more than two continuous terms.

Article VII - Meetings of Council

- GGKC meetings shall be held once each quarter on the last Saturday of the quarter lasting at most two and one half hours.
- The quorum for the meeting is 2/3 of voting members.
- Emergency Meetings: An emergency meeting may be convened with at least 1/2 of the voting members present.
- Town Hall Meetings: GGKC shall hold at least one town hall meeting a year for the Ghanaian Community at large in keeping with GGKC mission.
- GGKC executives may convene emergency meetings to resolve specific issues.

Election of Officers:

- Elections will be held in the last week of November, with new officers taking their seat in January. The quorum of the election meeting is 2/3 of GGKC members in person or proxy.

Article VIII - Amendments

This Constitution and bylaws can be amended only by two-thirds of GGKC voting members.

Article IX – Funding Sources

GGKC will derive its operation funds from the dues, application fees, fundraising and investment opportunities as decided by the board members at its meetings.

Article X – Ghana Day

The third Saturday in July is designated Ghana Day. GGKC shall organize social activities among the Ghanaian Community to foster our culture as well as promote networking.

BYE-LAWS ARTICLES

Article I - Duties and Qualification of Officers

Section 1 - Duties

- a. The President
The President shall preside over all quarterly and emergency meetings, sign the confirmed minutes and cast the deciding vote in case of a tie. The President shall, in the event of the absence of an executive member, nominate a temporary fill with the consent of the other executive members. At the beginning of each year, the President will have to present a plan of activities and a budget for the year to the GGKC voting members for before board approval. The President shall be a member of the board of directors.
- b. The Vice-President

The Vice-President shall carry out the duties of the president in his or her absence. Shall be assigned other duties by the President

- c. The Secretary
The Secretary shall record, present and keep all minutes of GGKC meetings and shall be responsible for all it's correspondences and records. The Secretary will be responsible to present previous meeting minutes at each meeting. The Secretary shall also be responsible for arranging all regularly scheduled meetings. The Secretary shall accompany the President to all board meetings.
- d. The Treasurer
The Treasurer shall record and keep the financial books of GGKC executive and report the GGKC's financial status at our quarterly meetings. The Treasurer shall submit to voting members a financial report of GGKC once each quarter. Also the Treasurer shall collect and deposit all moneys within two business days. The Treasurer shall also account for any expenditure that shall be made from such moneys and keep the relevant supporting documentation.
- e. Public Relations Officer
A Public Relations Officer shall be elected to liaise between the GGKC's executive and the community and also enforce the Robert's Rules of Order at all meetings. He or she shall be responsible to chair the entertainment and fundraising events. The Treasurer and Public Relations Officer will represent the Council at all funeral planning activities in the Community.
- f. Welfare Committee
The Public Relations Officer, Secretary and Treasurer constitute the committee responsible to manage any funeral activities on behalf of the GGKC.

Section II - Qualification of Officers:

To qualify for any of the offices defined in the Byelaws of GGKC,

- a. A candidate should be a voting member of GGKC,
And
- b. Qualified to perform the responsibility,
And
- c. Elected by 2/3 of the GGKC voting members.

Article II - Duties and Responsibilities of Member Associations

Section I - Duties of All Members

The Duties of a member shall be:

- a. *To uphold the Constitution of GGKC.*
- b. *To support GGKC by their representation and deliberations*
- c. *To pay membership dues and fees promptly*
- d. *Promote a healthy and peaceful community*

Section II - Responsibilities and Discipline:

Disciplinary actions including expulsion will be instituted against any voting member who:

- a. *Consistently disrupts meetings,
And/or*
- b. *Verbally insults another member,
And/or*
- c. *Physically assaults another member,
And/or*
- e. *Engages in any criminal offense.*

A replacement member will have to be appointed by the sponsoring association if representing an organization. In case of an executive member's replacement, voting members will elect a replacement.

Article III – GGKC Responsibilities/Benefits

- *GGKC executive and board shall acquire funding to award at least two scholarships a year to eligible Ghanaian students. The board will determine the value, eligibility and selection criteria, to include only members and their wards.*
- *GGKC shall participate in specified joyous occasions and bereavement of any member resident in the Greater Kansas City by coordinating fundraising activities and shall be responsible for the disbursement of such funds. The joyous occasions shall be limited to wedding, college graduation and outdoorings. The Public Relations Officer, Secretary and Treasurer constitute the GGKC welfare committee and will coordinate these activities and also liaise between GGKC and the eligible individual member or member's organization or family. GGKC will not and is not responsible for organizing any event. GGKC will receive and distribute the funds collected according to the classification of the benefits and the following schedule, provisions and requirements.*
- *Other member benefits may include discounts on GGKC events, discounted or free advert on GGKC website, Facebook or Twitter feeds, nonprofit tax-exempt fundraisers (if member is a nonprofit organization listed under GGKC 501(c)3.*

- *If the deceased was a member of any association or church, it is the responsibility of such organization or family to invite the GGKC executive to coordinate the fundraising activity. All disbursement of funds will be made through such member organization according to that the member's beneficiary elections, stated on member form.*
- *If the diseased is an individual member of GGKC, the surviving spouse should invite the GGKC executive through the Public Relations Officer. If there is no surviving spouse the next-of-kin, friends or family should make the contact. All disbursements of funds will be made through the funeral committee according to member beneficiary election stated on member form. Note that in all cases of disbursements GGKC fees shall be assessed. GGKC fees shall be 20% of all funds raised. Any funds arriving after the disbursement shall be kept by GGKC.*
- *GGKC fee is designed to encourage community involvement, seed the emergency fund and defray coordination expenses*
- *In the event of a member's bereavement each individual member (including individuals in a group member) shall be levied \$50. Failure to pay the last three levies shall disqualify a member when they become deceased.*
- *In the event of a member's celebration of a joyous occasion, each individual member (including individuals in a group member) shall be levied \$20. Failure to pay the last three levies shall disqualify a member when they become deceased.*
- *The collection of funeral levies shall be extended and end exactly three months after the funeral ceremony. This will allow time for members who were out of state/ country to make their contributions. Any monies collected after the funeral proceeds have been accounted for to the community shall be owned by GGKC.*
- *Underage children of qualified members: The above arrangements shall apply to children of GGKC members under 10years of age.*
- *Each member is required to state the distribution (of funeral funds) to each of his/ her beneficiaries. The amount distributed shall be 80% of net funeral funds raised. If no beneficiaries are listed, 80% of funds designated for beneficiaries shall be paid to surviving spouse and children and the remaining 20% to the extended family (mother, father, siblings, etc). For any situation not covered in this section, the GGKC board shall determine the distribution.*
- *For joyous occasions, the celebrating member shall be paid 80% of funds raised.*

GGKC HEALTH BENEFIT

Description –The RMGC Health Program will run parallel to the current GGKC programs, which involves a member levy required of all members in the Kansas City metropolis. Under the GGKC Health Program, any community member who contributed to the last Health Program fundraising and meets the definition of incapacitation outlined below shall receive both financial support from the community through GGKC as well as counseling from RMGC’s Health Committee.

Mandatory Contributions: All members will be required to pay a one-time \$50 levy each towards a qualifying event.

Qualifying Event: A GGKC member qualifies to receive above support if they: a) contributed towards the last GGKC Health Program fundraisers, and b) meet the following definition of incapacitation:

INCAPICITATION (according to the Merriam-Webster Dictionary), means to make (someone or something) unable to work, move, or function in the usual way. This will strictly include any person who is determined to be incapacitated medically, with a poor prognosis.

Examples of qualifiers may include:

- 1. Amputation of a lower limb or an upper dominant limb.*
- 2. Total blindness*
- 3. Acute seizures with full work restrictions.*
- 4. End-stage cancer with the inability to work*
- 5. Acute mental disease (non-alcohol or non-illicit-drug related), which prevents one from the normal functions, including the ability to work.*
- 6. Acute stroke with paralysis and the inability to work.*
- 7. Acute diagnosed or undiagnosed ailment that prevents one from working. It is anticipated that undiagnosed qualifying*

ailments can be attested by community members.

Note: the first, i.e. (a) of the above two qualifiers supersedes the second, i.e. (b).

Procedure for receiving benefits: GGKC shall be notified of any qualifying event by the family, friends, church, association, society or club the affected individual belongs to. GGKC reserves the right to provide or decline additional support for individuals who belong to GGKC.

Fund Administration: GGKC is the ultimate administrator of funds raised as part of the fundraiser and will deduct 5% towards administrative costs. In order to administer the fund, GGKC may consider a power of attorney on behalf of the incapacitated.

Article IV – Corporate Assets

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officers or other private persons and other such provisions under section 501(c)3.

Article V - Council Dissolution

In the event of disbandment, all assets of the organization shall be liquidated. All liquid assets shall then be donated to select nonprofit organizations. In effect the assets of the association shall be distributed for one or more exempt purposes within the meaning of section 501(c)3 of the Internal Revenue Service Code, or corresponding section of any future federal tax code, or to a state or local government, for a public purpose.

MEMBERSHIP REGISTRATION FORM

Name of Ghanaian organization/ individual: _____

Address: _____ City: _____ Zip: _____

Mailing address (if Different from above address) _____

City: _____ Zip: _____

Phone: _____ Fax: _____

Do you plan to be a voting member? Yes No (As a voting member you will be required to attend all four quarterly meetings)

Names of Representatives to GGKC (for organizations only)

1. _____ Phone: (____) _____ email: _____

2. _____ Phone: (____) _____ email: _____

3. _____ Phone: (____) _____ email: _____

This application must be accompanied by the following:

Organization

Individual

\$100 registration fee

\$5 registration fee

\$150 annual dues (Deadline is October 31)

\$25 annual fee (Deadline is October 31)

(Years 1-2: \$150 for organizations with up to 100 members; \$200 for more than 100 members)

Copy of organization's constitution

Beneficiaries

| Name | % |
|------|---|
| | |
| | |
| | |
| | |
| | |

NOTE

If you do not provide beneficiaries, 80% of funds designated for beneficiaries shall be paid to surviving spouse and children and the remaining 20% to the extended family (mother, father, siblings, etc). For any situation not covered in GGKC bylaws, the GGKC

Current leader (if an organization): _____ Signature: _____

Declaration: By signing this form you declare that you have read the constitution and bylaws of GGKC and accept the spirit and letter of the document. If you are an organization you also declare that all current members are aware of the step taken by your organization to become a member of GGKC. You also declare that you will ensure that your current and future members will be kept abreast with GGC's programs, actions and deliberations. You endeavor to be represented at all GGKC meetings if you become a voting member. Meetings will take place on the last Saturday of the quarter (January, March, June, and September). In addition to these four meetings there may be emergency meetings for which you will be notified appropriately.

We appreciate your membership. Welcome on board!