# BYLAWS OF <br> COMMUNITY OF BOSNIAKS GEORGIA INC 


#### Abstract

ARTICLE ONE - OFFICES

Section 1.01 The name of Corporation is Community of Bosniak Georgia The principal office of the Corporation in the State of Georgia shall be located in the City of Lawrenceville, County of Gwinnett. The principal mailing address of the corporation is 950 Grayson highway, Lawrenceville GA 30046 The Corporation may have other offices in the State of Georgia; as the Board of Directors may determine or as the affairs of the Corporation may require from time to time. Section 1.02 Registered Offices and Agent. The Corporation shall have and continuously maintain in the State of Georgia a registered office, and a registered agent whose office is identical with such registered office may be, but need not be, identical with the principal office of the Corporation in the State of Georgia, and the address of the registered office may be changed from time to time by the Board of Directors.


## ARTICLE TWO - PURPOSES

Section 2.01 Organizational Purpose. The Corporation is organized exclusively for organized for charitable, educational and religious purposes, as defined in Section 501(c)(3) of the Internal Revenue Code. The Corporation is established as a permanent organization in the State of Georgia seeking to enrich the local community through activities promoting such provision. The Corporation may engage in any activities that further its purposes.

To conduct religious services in accordance with the faith of Islam; to educate its members and children by conducting weekend classes, and for the social and civic betterment of its members along the lines of our American Constitution and democratic institutions; to promote the better understanding of the Islamic Culture and religion among all persons in the community; to aid and assist its members when in need; for the recreational enjoyment of its members in accordance with the highest and best religious standards of the Islamic religion.

Community of Bosniacs, Inc., is the collective property of the Muslim Community (waqf). It has been established to serve Muslims, particularly in meeting their religious, educational, social, and cultural needs. As a result, no clauses shall be altered or introduced to allow selling the property or any of its facilities for any reasons whatsoever other than reinvestment to purchase another property which would better serve Bosniacs community. The Corporation is not organized and shall not be operated for pecuniary gain or profit. No part of the property of the Corporation and no part of its net earnings shall inure to the benefit of or be distributable to any rector of the Corporation, officer of the Corporation, or any other private individual, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in herein. The Corporation shall never be authorized to engage in a regular business of a kind ordinarily carried on for profit or in any other activity, except in furtherance of the purposes stated above for
which the Corporation is organized.
No substantial part of the activities of the Corporation shall consist of attempting to influence legislation, by propaganda or otherwise. The Corporation shall not participate or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office.
In the event of the dissolution of the Corporation, to the extent allowed under applicable law, after all lawful debts and liabilities of the Corporation have been paid, all the assets of the Corporation shall be distributed to ICNAB [ Islamic Community of North American Bosniaks], or its assets shall be sold and the proceeds distributed to, another organization organized and operating for the same purposes for which the Corporation is organized and operating, or to one or more corporations, funds, or foundations organized and operating exclusively for religious, charitable, scientific, literary, or educational purposes, which shall be selected by the two-thirds of the voting members of the Corporation; provided, however that any such recipient organization or organizations shall at that time qualify as exempt from taxation under the provisions of Section 501(a) of the Internal Revenue Code of 1986, as an organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, or the corresponding provisions of any subsequent law. In the event that upon the dissolution of the Corporation the board of directors of the Corporation shall fail to act in the manner herein provided within a reasonable time, a court of competent jurisdiction in the county in which the principal office of the Corporation is located shall make such distribution as herein provided upon the application of one or more persons having a real interest in the Corporation or its assets.

## ARTICLE THREE - MEMBERS

Section 3.01. Members. The corporation shall have members. The Board of Directors shall determine classes of membership (honorary, individual, family, students, seniors, etc.) and dues for each class of membership.
Section 3.02. Voting Rights. All members in good standing with the corporation shall be entitled to vote either in person or by proxy. A proxy shall be executed in writing. Section 3.03. Quorum. $10 \%$ of the members of the corporation shall constitute a quorum. Section 3.04. Membership Dues. Annual dues for voting members and all other classes of members shall be determined by the Board of Directors. The annual dues shall be payable on the membership anniversary date.
Section 3.05. Termination of Membership.
a. Any member may resign from the membership of this corporation upon written request to the Board of Directors, but such resignation shall not relieve the member, so resigning, of the obligation to pay any dues, assessments or other charges theretofore occurred and unpaid.
b. Any member, who shall be found to be in default in the payment of his dues for a period of six months from his due date, shall be expelled from the membership of the Corporation by the Board of Directors by a twothirds vote of the Directors present after a 30-days. Warning Notice is sent to him by the Secretary.
c. The Board of Directors by a two-thirds vote of the Directors present may
suspend or expel a member for conduct unbecoming a member or prejudicial to the aims or repute of the Corporation, after notice and opportunity for a hearing are afforded.
d. The General Body Meeting (General Assembly) by a two-thirds vote may expel or remove at the spot any member from the meeting whose conduct the Assembly members deem to be harmful to the repute or the financial standing of the Corporation. Such a member shall have right to reapply for membership only after the financial harm has been properly indemnified by him and after he has demonstrated by his conduct that he will not indulge again in the action that may hurt the interests or repute of the Corporation.

In order to re-new membership member needs to pay unpaid balance.
Section 3.06. Liability. No member of the Community of Bosniaks Georgia Inc. shall be personally or otherwise liable for any of the debts or obligations of the corporation.

## ARTICLE FOUR - GENERAL ASSEMBLY

Section 4.01 Purpose. Two thirds $2 / 3$ of the voting members of the corporation present at the election meeting shall elect board of directors, executive officers (president, vice president, secretary and treasurer).
Section 4.02 Annual Meetings. The annual meeting of the members of the corporation shall be determined by Board of Directors.
Section 4.03. Special Meetings. Special meetings may be called at any time for any purpose by the president or $1 / 3$ of executive officers or $10 \%$ of voting members with their reasons for the meeting in writing. All voting members should be notified about special meeting include the reasons for the meeting. Special meetings shall be held at the location determined by Board of Directors.

## ARTICLE FIVE - BOARD OF DIRECTORS

Section 5.01. Board of Directors responsibilities. The affairs of the corporation shall be managed by its Board of Directors. The Board of Directors consists of 5 to 9 members including the Imam who is a member of the board ex officio. The imam should have right to veto any decision which is in contradiction with the Islamic teaching. All Board of Director shall work together to set policies and strategies for the corporation, prepare operational guidelines for work plans and budgets, set criteria for membership, validate eligibility criteria for projects, consider, approve, and monitor cooperative arrangements or agreements, coordinate events with outside agencies, advocate for the corporation and mobilize resources, approve the annual report of corporation and have other powers required to carry out the purposes of the corporation.
Section 5.02., Tenure and Qualifications. The initial Directors shall serve terms of one, two, and three years, as provided by the Board. Afterwards, each director shall serve for three years, thereby providing for staggered terms. The initial terms of additional
directors shall be fixed to ensure that a disproportionate number of Directors (more than one-will not be up for election in any given year. The Director can be reelected up to six years serve in a row.
Section 5.03. Regular Meetings. The board of directors shall meet 4-5 times a year. All Board of Directors members are expected to attend regular meetings at the location determined by Board of Directors.
Section 5.04. Special Meetings. Special Meeting of the Board of Directors may be called by request of president or $1 / 3$ of Board of Directors or $10 \%$ of voting members in writing to the secretary of the corporation.
Section 5.05. Meetings Utilizing Electronic Media Members of the Board of Directors or members of any committees designated by the Board of Directors may participate in and hold a meeting that Board or committee, respectively, by means of conference telephone or similar communication equipment, provided that all persons participating in such meeting shall constitute presence-in person at such meeting, except where a person participates in the meeting for the express purpose of objecting to the transaction of any business on the grounds that the meeting is not lawfully created.
Section 5.06. Notice. Notice of any special meeting of the Board of Directors shall be given at least five (5) business days previously thereto by oral or written notice delivered personally or sent by mail, telegram, fax or messenger to each Director at his or her address as shown by the records of the Corporation. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail so addressed with postage thereon prepaid. If notice is given by telegram, such notice shall be deemed delivered when the telegram is delivered to the telegram company. Any Director may waive notice of any meeting. The attendance by a Director at any meeting shall constitute waiver or notice of such meeting, except 'when a Director attends a meeting for the express purpose of the objecting to the transaction of any business because the meeting is not lawfully called or convened. Neither the business to be transacted at, nor the purpose of, any regular or special meeting of the Board need be specified in the notice or waiver of notice of such meeting, unless specifically required by law or by these Bylaws. Section 5.08. Quorum. Majority of the Board of Directors, but never less than [FIVE (5)] shall constitute a quorum for the transaction of business at any meeting of the Board; but if less than a quorum of the Director resent at said meeting, a majority of the Directors present may adjourn the meeting from time to time without further notice.
Section 5.09. Manner of Acting. The act of a majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors, unless the act of a greater number is required by law or by these Bylaws. Each member of the Board of Directors should be excused from voting on matter that can constitute conflict of interest.
Section 5.10. Vacancies. Any vacancy occurring in the Board of Directors, and any directorship to be filled by reason of an increase in the number of Directors, shall be filled by the Board of Directors. A Director elected to fill a vacancy shall be elected for the unexpired term of his predecessor in office. However, vacancies need not be filled unless such a vacancy would result in fewer than three directors remaining on the board. Section 5.11. Compensation. Directors as such shall not receive any stated salaries for their services, but by resolution of Board of Directors a fixed sum and expenses of attendance, if any, may be allowed for attendance at each regular meeting of the Board;
but nothing herein contained shall be construed to preclude any Director from serving the Corporation in any other capacity and receiving compensation therefore.
Section 5.12. Informal Action by Directors. Any action required to be taken at a meeting of Directors, may be taken without a meeting if consent in writing setting forth the action so taken shall be signed by a sufficient number of Directors as would be necessary to take that action at a meeting at which all Directors were present and voted. Each such written consent shall be delivered, by hand or certified or registered mail, return receipt requested, to the Secretary or other officer or agent of the Corporation having custody of the Corporation's minute book. A written consent signed by less than all of the Directors is not effective to take action that is the subject of the consent, unless, within sixty (60) days after the date of the earliest dated consent delivered to the Corporation in the manner required by this Article, a consent or consents signed by the required number of Directors is delivered to the Corporation as provided in this Article. For purposes of this Article, a telegram, telex, cablegram, or similar transmission by a Director or a photographic, facsimile or similar reproduction of a writing signed by a Director shall be regarded as signed by the Director.
Section 5.13. Resignation. Any director may resign by giving written notice to the President. The resignation shall be effective at the next called meeting of the Board of Directors, of which meeting the resigning Director shall receive notice.
Section5.14Removal. Any Director may be removed with or without cause by two thirds majority of the remaining Directors
Section 5.15. Indemnification. The Corporation may indemnify and advance reasonable expenses to directors, officers, employees and agents of the Corporation to the fullest extent permitted by Georgia Law, subject to the restrictions, if any, contained in the Corporation's Articles of Incorporation. The Corporation shall have the power to purchase and maintain at its cost and expense, insurance on behalf of such persons as allowed by Georgia Law and the Corporation's Articles of Incorporation.

## ARTICLE SIX - OFFICERS

Section 6.01. Officers. The officers of the Corporation shall be a President one or more Vice President, Secretary, a Treasurer, and such other officers as may be elected in accordance with the provisions of this Article.
Section 6.02. Election and Term of Office
Functions of the officers in the Jamaat Board may perform only members who speak Bosnian and English, and who have a basic computer skills. Functions in the Jamaat Board shall be for a period of two years from the date of the election at the electoral session of General Assembly, except the Imam who's mandate should be determined by a special agreement. The officers of the Corporation shall serve terms of two years and can be reelected.
Section 6.03. Resignation. Any executive officer may resign by giving written notice to the Secretary of the Corporation. The resignation shall be effective at the next called meeting of the Board of Directors.
Section 6.05. Removal. Executive officers except President may be removed by $2 / 3$ vote of the Board of Directors, and any executive officer including President may be removed by vote of $10 \%$ of the General Assembly voting members.

Section 6.05. Vacancies. A vacancy in any office because of death, resignation, disqualification, or otherwise, may be filled by the Board of Directors for the unexpired portion of the term.
Section 6.06 President. The President shall be the principal executive officer of the Corporation and shall, in general, supervise and control all of the business affairs of the Corporation. He or she shall preside at all meetings of the Board of Directors. The President may sign, with the Secretary or any other proper officer of the Corporation authorized by the Board of Directors, any deeds, mortgages, bonds, contracts, or other instruments which the Board of Directors has authorized to be executed, except in cases where signing and execution thereof shall be expressly delegated by the Board of Directors or by these Bylaws or by statute to some other officer or agent of the Corporation; and in general he or she shall perform all duties as may be prescribed by the Board of Directors from time to time, including participating in various committee meetings as a member or chairperson thereof. He or she shall also be responsible for informing the Board of Directors of possible programs, meetings, and functions of the Corporation.
Section 6.07. Vice President. In the absence of the President or in the event of his or her ability to act, the Vice President (or in the event there be more than one Vice President, the Vice Presidents in order of their election) shall perform the duties of the President, and when so acting shall have all the powers of and be subject to all restrictions upon the President. Any Vice President shall perform such other duties as form time to time may be assigned to him or her by the President or Board of Directors.
Section 6.08. Treasurer. If required by the Board of Directors, the Treasurer shall give a bond for the faithful discharge of his or her duties in such sum and with such surety or sureties as the Board of Directors shall determine. He or she shall have charge and custody of and be responsible for all funds and securities of the Corporation; receive and give receipts for moneys due and payable to the Corporation from any source whatsoever, and deposit all such monies in the name of the Corporation in such banks, trust companies, or other depositories as shall be selected in accordance with the provisions of these Bylaws; he or she shall keep proper books of account and other books showing at all times the amounts funds and other property belonging to the Corporation, all of which books shall be open at all times to the inspection of the Board of Directors; he or she shall submit a report of accounts and financial condition of the Corporation at each annual meeting of the Board of Directors; and in general perform all duties incident to the office of Treasurer and such other duties as from time to time may be assigned to him by the President of or by the Board of Director.
Section 6.09. Secretary. The Secretary shall keep the minutes of the meetings of the Board of Directors in one or more books provided for that purpose; give all notices $n$ accordance with the provisions of these Bylaws or as required by law; be custodian of the corporate records and seal of the Corporation, and affix the seal of the Corporation to all documents, the execution of which on behalf of the Corporation under its seal is duly authorized in accordance with the provisions of these Bylaws; and in general, perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to him or her by the President or Board of Directors. The Board of Directors and Officers shall give bonds of the faithful discharge of their duties in such sums and with such sureties as the Board of Directors shall determine. The Assistant Treasurer and

Assistant Secretaries, in general, shall perform such duties as shall be assigned to them by the Treasurer or Secretary or by the President or the Board of Directors.

## ARTICLE SEVEN - COMMITTEES

Section 7.01. Appointment. The Board of Directors shall appoint members of committees established by the Board of Directors. The Board of Directors shall appoint the chairperson of each such committee. These committees shall perform such functions and make such reports as the President or Board of Directors shall determine. Both Directors and members of the Advisory Board may serve on all committees except the Executive Committee.
Section 7.02. Committee of Directors. The Board of Directors, by resolution adopted by a majority of the Directors in office, may designate and appoint one or more committees, each of which shall consist of two or more persons, a majority of who are Directors, which committees, to the extent provided in said resolution shall exercise the authority in management of the Corporation as the Board of Directors. However, no such committee shall have the authority of the Board of Directors in reference to amending, altering, or repealing the Bylaws; electing, appointing, or removing any member of any such committee or any Director or officer of the Corporation; amending the Articles of Incorporation; adopting a plan of merger or adopting a plan of consolidation with another Corporation; authorizing the sale, lease, exchange, or mortgage of all or substantially all of the property and assets of the Corporation; authorizing the voluntary dissolution of the Corporation or revoking proceedings therefore; adopting a plan for the distribution of the assets of the Corporation; or amending, altering, or repealing any resolution of the Board of Directors which by its terms provides that it will not be amended, altered or repealed by such committee. The designation and appointment of any such committee and the delegation thereof of authority shall not operate to relieve the Board of Directors, or any individual Director, of any responsibility imposed on it or him by law.
Section 7.03. Executive Committee. The Board of Directors may form among its members appoint an Executive Committee consisting of the officers and any additional members as deemed necessary by the Board to serve at the pleasure of the Board. The President, unless absent or otherwise unable to do so, shall preside as Chairperson of the Executive Committee. The Committee shall meet at the call of the President or the Board of Directors, or any two (2) members of the Committee and shall have and may exercise when the Board of Directors is not in session the power to perform all duties, of every kind and character, not required by law or the charter of the Corporation to be performed solely by the Board of Directors. The Executive Committee shall have the authority to make rules for the holding and conduct its meetings, keep records thereof and regularly report its actions to the Board. A majority, but never less than three of the members of the Committee in office shall be sufficient to constitute a quorum at any meeting of the Committee, and all actions taken at such a meeting shall be by a majority of those present. All acts performed by the Executive Committee in the exercise of its aforesaid authority shall be deemed to be, and may be certified as, acts performed under the authority of the Board of Directors. Vacancies in the Executive shall be filled by appointment by the Board of Directors. All actions of the Executive Committee shall be recorded in writing in a minute book kept for that purpose and a report of all action shall
be made to the Board of Directors at the next meeting. The minutes of the Board of Directors shall reflect that such a report was made along with any action taken by the Board of Directors with respect thereto.
Section 7.04. Nominating Committee. The President shall, with thirty (30) days advance notice to the Board of Directors, appoint the members of Nominating Committee created by the Board of Directors. The members shall be members of the Board of Directors and Advisory Board appointed to nominate candidates for officers and directors. Additional nominations may be made by Directors at the annual meeting.
Section 7.05. Advisory Committee. The function and purpose of the Advisory Committee shall be to advise the Board of Directors on matters relating to the purpose of the organization and to suggest projects which the Corporation may undertake.
Section 7.06. Other Committees. Other committees not having and exercising the authority of the Board of Directors in management of the Corporation may be designated by a resolution adopted by a majority of the Directors present at the meeting at which a quorum is present. Except as otherwise provided in such resolution, the President of the Corporation shall appoint the members of each such Committee. Any member thereof may be removed by the person or persons authorized to appoint each member whenever in their judgment the best interests of the. Corporation shall be served by such removal. Section 7.07. Term of Office. Each member of a committee shall continue until the next annual meeting of the members of the Board of Directors and until his or her successor is appointed, unless the committee shall be sooner terminated, or unless such member is removed from such committee, or unless such member shall cease to qualify as a member thereof.
Section 7.08. Chairperson. One member of each committee shall be appointed chairperson by the person or persons authorized to appoint members thereof. Section 7.09. Vacancies. Vacancies in the membership of any committee may be failed by appointments made in the same manners provided in the case of the original appointment.
Section 7.10. Quorum. Unless otherwise provided in the resolution of the Board of Directors designating a committee, a majority of the whole committee shall constitute a quorum and the act of a majority of the members present at a meeting at which a quorum is present shall be the act of the committee.
Section 7.11. Rules. Each committee may adopt rules for its government not inconsistent with these Bylaws or with rules adopted by the Board of Directors.
Section 7.12. Committee Dissolution. The Board of Directors may, in its sole discretion, dissolve any committee with or without cause. Except for the Executive Committee, such dissolution shall require approval by a majority of the quorum. The Executive Committee shall be dissolved by the approval of two-thirds or more of all members of the Board of Directors.

## ARTICLE EIGHT - CONTRACTS, CHECKS, DEPOSITS, AND GIFTS

Section 9.01. Contracts. The Board of Directors may authorize any officer or officers,
agents or agents of the Corporation, in addition to the officers so authorized by these Bylaws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation. Such authority may be general or confined to specific instances.
Section 9.02. Checks and Drafts, Etc. All checks, drafts, or orders for the payment of money, notes, or other evidence of indebtedness issued in the name of the Corporation shall be signed by such officer or officers, agent or agents of the Corporation and in such manner as shall from time to time be determined by resolution of the Board of Directors. In the absence of such determination by the Board of Directors, such instruments shall be signed by the Treasurer or an Assistant Treasurer and countersigned by the President or a Vice President of the Corporation.
Section 9.03. Deposits. All funds of the Corporation shall be deposited from time to time to the credit of the Corporation in such banks, trust companies, or depositories as the Board of Directors may select.
Section 9.04. Gifts. The Board of Directors may accept on behalf of the Corporation any contribution, gift, bequest, or devise for the general purpose or special purpose of the Corporation.

## ARTICLE NINE - BOOKS AND RECORDS

Section 10.01. Books and Records. The Corporation shall keep correct and complete books and records of account of the activities and transactions of the Corporation, including, a minute book which shall contain a copy of the Corporation's application for tax-exempt status (IRS Form 1023), copies of the organization's IRS information and/or tax returns (For example, Form 990 and all schedules thereto), and a copy of the Articles of Incorporation, Bylaws, and Amendments. The Corporation shall also keep minutes of the proceedings of its Board of Directors and any committees having the authority of the Board of Directors. All books and records of the Corporation may be inspected by any Director or his or her agent or attorney for any proper purpose at any reasonable time. Representatives of the Internal Revenue Service may inspect these books and records as necessary to meet the requirements relating to federal tax form 990. All financial records of the Corporation shall be available to the public for inspection and copying to the fullest extent required by law

## ARTICLE TEN - FISCAL YEAR

Section 11.01. Fiscal Year. The fiscal year of the Corporation shall begin on the first day of January of each year and conclude on the last day of December of said year.

## ARTICLE ELEVEN -SEAL

Section 12.01. Seal. The Board of Directors may authorize a corporate seal.

## ARTICLE TWELVE - WAIVER OF NOTICE

Section 13.01. Waiver of Notice. Whenever any notice is required to be given under the
provisions of the Georgia Non-Profit Corporation Act or under the provisions of the Articles of Incorporation or Bylaws of the Corporation, a waiver thereof in writing signed by the person or persons entitled to such notice, whether before or after the time therein, shall be deemed equivalent to the giving of such notice.

## ARTICLE THIRTEEN - AMENDMENTS TO ARTICLES AND BYLAWS

The Articles of Incorporation and Bylaws may be amended by two-thirds vote of the members with voting rights present at the meeting called specifically for that purpose.

## CERTIFICATE

I HEREBY CERTIFY that the foregoing is a true, complete and correct copy of the Bylaws of Community of Bosniaks Georgia, Inc., a Georgia non-profit corporation in effect on the date hereof.
IN WITNESS WHEREOF, I hereto set my hand this 10th day of January 2009.

Nail Cubro
President for Community of Bosniaks Georgia, Inc.

