

The Grenada Cultural & Civic Association, Inc.
By-Laws (Approved Revisions June 25th 2006)

Article 1: Name

The name of the organization shall be “The Grenada Cultural & Civic Association, Inc.” (hereinafter referred to as the Association or GCCA). It is understood that the term “Grenada” includes the island of Grenada as well as the islands of Carriacou and Petit Martinique.

Article 11: Aims & Objectives

The aims and objectives of the Association are as follows:

- (a) 1) to provide social and cultural interaction amongst Grenadians in South Florida and the rest of the world.
- 2) to foster the establishment of a Caribbean organization for the benefit of all people from the Caribbean.
- (b) to create a framework whereby Grenadians in South Florida can contribute towards the development of Grenada in the areas of education, health, tourism, culture, artistic endeavor, and any other areas that are worthy of assistance.

The Association shall uphold the Laws of the State of Florida and the United States of America.

ARTICLE 111: MEMBERSHIP

Any person, 18 years or more, who were born in Grenada, or whose parents were born in Grenada, or who is married to a Grenadian may become a member of the Association upon compliance with the established application procedures and payment of the registration fee.

Individuals of other nationalities may be accepted as members of the Association, but only with the approval of the Membership Committee after appropriate scrutiny of the person in question.

The Association will not discriminate against any applicant because of race, sex, religion, disability or political affiliation.

A member may lose his/her membership permanently because of serious (refer to Article IX) wrongdoing, or temporarily, because of non-payment of dues and other minor infractions.

Any executive officer who is absent for three (3) consecutive meetings without an excuse will be considered to be an inactive officer and will not be allowed to vote on any matter of the executive. Any member and/or executive who has not paid dues for ONE YEAR will be deemed a non-financial member and will not be allowed to hold office or vote during elections or any matter.

ARTICLE IV: FEES, DUES, BENEFITS

All new members of the Association shall pay a registration fee to the Association, and in addition all members shall pay annual dues.

The registration fee and annual dues shall be fixed by the Membership Committee from time to time, and is presently set at \$5.00 and \$20.00 respectively.

ARTICLE V: OFFICERS

The officers of the Association shall be the President, Vice President, Secretary, Treasurer, Assistant Secretary/Treasurer, Public Relations Officer, and Liaison Officers

- 1) **The President** shall preside over all meetings of the Association and of the Executive Committee and the Program Committee, and in all cases he/she shall be entitled to a regular vote as well as a casting vote in case of a tie. He/She shall appoint all Committees not otherwise provided for, and is an ex-officio member of all Committees. He/She shall cause the laws of the Association to be strictly enforced, and shall administer them impartially. He/She shall sign all drafts issued by the Treasurer and all other official documents. He/She shall adopt all measures necessary to implement the decisions of the Association.
- 2) **The Vice President** shall perform all the duties of the President in case of the latter's temporary absence, or in case he/she be removed from office, resigns or dies.
- 3) **The Secretary** shall take minutes of all the proceedings of the Association and read them at the next meeting. He/She shall arrange meetings of the Association and the Executive Committee, send out notices of the meetings to all members and keep an attendance record in each case. He/She shall be responsible for all correspondence and communication relating to the business of the Association. He/ She shall make a report annually to the Association. He/She shall be the custodian of the Seal of the Association, and shall be responsible for it.
- 4) **The Treasurer** shall collect and keep accurate records of membership fees, dues, contributions and receipts from fund-raising events. He/She shall sign all checks along with the President, and/or the Secretary, and/or the Assistant Secretary/Treasurer, and take care of the banking requirements of the Association.

- He/She shall prepare monthly financial reports for the Association as determined by the Executive Committee.
- 5) **The Assistant Secretary –Treasurer** shall assist either the Secretary or the Treasurer to perform the duties of either office. He/She shall have full authority and responsibility in the absence of either the Secretary or the Treasurer.
 - 6) **The Public Relations Officer** shall interact with the Secretary and the chairperson of each Committee to promote effectively the programs and fund-raising event of the Association, and shall maintain close contact with members of the press in order to publicize the activities of the Association.
 - 7) **The Liaison Officers (2)** shall represent the general membership of the Association and shall work closely with the Public Relations Officer so as to keep members informed about the activities of the Association.

ARTICLE VI: COMMITTEES

These are the various Committees available to the Association.

- (a) **The Executive Committee** shall include the President, the Vice President, any past president(s), the Secretary, the Treasurer, the Assistant Secretary/Treasurer, the Public Relations Officer, the Liaison Officers, and the Chairpersons of each Committee. The function of this committee is to set policies, management, financing and all other matters for the Association running smoothly. The President will act as chairperson of this Committee.
The Executive Committee quorum shall consist of the majority of the functioning officers.
- (b) **The Membership Committee** shall consist of up to seven (7) members including a chairperson. The function of this Committee is to propose ways and means of expanding the membership of the organization and to recommend policies, guidelines, regulations and fees regarding membership.
- (c) **The Fund-Raising and Entertainment Committee** shall consist of up to seven (7) members including a chairperson. That Chairperson of this Committee shall be the Treasurer. The function of this Committee will be to organize and present fund-raising events on behalf of the Association. The Committee must submit a detailed plan of each event, along with a proposed budget, to the Executive Committee for approval before any funds will be advanced by the Association.
- (d) **The Program Committee** shall consist of up to seven (7) members, including the President who shall act as Chairperson. This Committee shall co-ordinate all events and functions that have been approved by the Executive Committees or the General Membership.

- e) **The Cultural and Arts Committee** shall consist of up to five (5) members, including a Chairperson. The function of this Committee is to facilitate and foster awareness of Grenadian history, culture and artistic achievement throughout South Florida and the rest of North America.

All Chairpersons of Committees shall be elected by the members. Other members of Committees shall be selected by the Executive Committee. Each Committee will be responsible for developing its own respective programs and guidelines, but such programs and guidelines have to be approved by the Executive Committee before they can be implemented by the Committee in question. Each Committee shall appoint a Secretary, who shall be responsible for recording minutes of the Committee's meeting and ensuring that meetings are properly organized.

Members of the Association will be allowed to appear before any Committee to provide input, suggestions and proposals that will be of benefit to the Association.

ARTICLE VII: MEETINGS

General meetings shall be held quarterly, at a time and date to be decided by the Executive Committee.

Executive Committee meetings shall be held monthly at a time and date to be decided by the Executive Committee.

The Secretary shall notify all members of the time and place of a general meeting and Executive Committee meeting, and shall prepare an Agenda of the matters to be dealt with at the proposed meeting.

Committee meetings will be held at a time and place to be determined by the Chairperson of the Committee in question, and sufficient prior notice of the upcoming committee meeting must be given to all members of the Committee.

The quorum for a general meeting shall be a majority of the members in good financial standing, and must include the President or the Vice President or a past president, and a majority of the officers and the remainder as floor members.

The quorum for a Committee meeting will be the Chairperson plus a majority of the remaining members.

ARTICLE VIII: ELECTIONS

The officers of the Association and the Chairpersons of Committees shall be elected at two (2) years interval at a regular general meeting to be held in January to allow for formal inauguration at the GCCA Independence Dinner/Dance held in February. Office holders must be Grenadians by birth, or persons whose parents were born in Grenada.

ARTICLE IX: OFFENSES & PENALTIES

The following types of behavior that are viewed by the majority of the executive officers as offenses against the Association are:

- assault upon another member with intent to do bodily harm;
- fraudulent conversion of Association funds;
- participating in illegal activity;
- maliciously undermining the integrity of the Association;
- defamation of the character of a member of the Association;
- engaging in and displaying habitual drunkenness in public;
- using vile, profane or obscene language at any meeting or function of the Association.

These offenses will be punished by expulsion, suspension or fines, depending on the severity of the offense. All offenses shall be considered by the Membership Committee, which will make a finding and submit a report, including a recommendation for penalty to the Executive Committee. After proper consideration, the Executive Committee will decide on an appropriate penalty.

ARTICLE X: DISSOLUTION

The Association can be dissolved only upon the recommendation of the Executive Committee, which has to be ratified by a two-thirds majority of the general membership.