

HINDU TEMPLE OF ATLANTA, INC.

5851 GEORGIA HWY 85

RIVERALE, GA



BY-LAWS - 1997

WITH AMENDMENTS

INCORPORATED IN 2014, 2018, 2020

STATE OF GEORGIA
COUNTY OF CLAYTON

BYLAWS OF
HINDU TEMPLE OF ATLANTA INC.

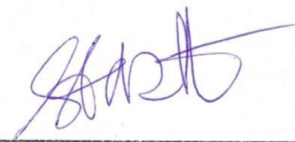
WHEREAS, the original by-laws of Hindu Temple of Atlanta Inc., were adopted on the 1st Day of October, 1984 and subsequently amended on 17th Day of September, 1997. Further, amendments made on December 14th, 2014 and December 16, 2018;

WHEREAS, Article 5.2 (a) – (1) of the said by-laws of the said Hindu Temple of Atlanta Inc., EC member must attend 8 out of 12 EC meetings per year to be eligible to contest for any EC position in the next term.

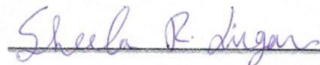
WHEREAS, Article 6.2 of the said by-laws of the said Hindu Temple of Atlanta Inc., Trustee must attend TWO out of FOUR BOT meetings in a year to be eligible to contest for EC position.

NOWHEREFORE, Sheela R Lingam, President and Chairman of the Board of Trustees of Hindu Temple of Atlanta Inc., do hereby certify that the said amended by-laws are ratified by the required number of votes and that the Secretary of said corporation does maintain this certification and a copy of the said amended by-laws as a part of the permanent records of said corporation.

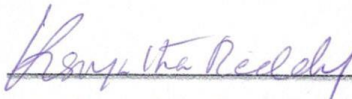
This 20th Day of December, 2020.



ARAVIND GOLI, SECRETARY
Hindu Temple of Atlanta



SHEELA R LINGAM, PRESIDENT
Hindu Temple of Atlanta



SUJATHA REDDY, Chairperson Bylaws
Hindu Temple of Atlanta

STATE OF GEORGIA
COUNTY OF CLAYTON

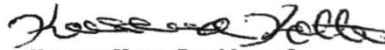
BY-LAWS OF
HINDU TEM PLE OF ATLANTA INC.


WHEREAS, the original by-laws of Hindu Temple of Atlanta, Inc., were adopted on the 1st day of October, 1984 and subsequently amended on 17th day of September, 1997, and also amended on December 14th, 2014;

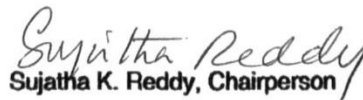
Whereas, Article 12 of the said by-laws of the said Hindu Temple of Atlanta, Inc., have now been amended by an affirmative vote of 75% of the total qualified votes of said corporation, effective December 16, 2018, stating that : Any further Amendment to by-laws requires approval by only 2/3 majority of voting members, instead of 75%.

NOWHEREFORE, Kusuma Kotte, President and Chairman of the Board of Trustees of Hindu Temple Of Atlanta, Inc., do hereby certify that the said amended by-laws are ratified by the required number of votes, and that the Secretary of said corporation does maintain this certification and a copy of the said amended by-laws as a part of the permanent records of said corporation.

This 16th Day of December, 2018:


Kusuma Kotte, President of
Hindu Temple of Atlanta, Inc


Certified by Subbiah Emani, Secretary,
Hindu Temple of Atlanta, Inc


Sujatha K. Reddy, Chairperson
Hindu Temple of Atlanta

STATE OF GEORGIA
COUNTY OF CLAYTON

BY-LAWS
OF
HINDU TEMPLE OF ATLANTA, INC.

WHEREAS, the original by-laws of Hindu Temple of Atlanta, Inc., were adopted on the 1st day of October, 1984 and subsequently amended on 17th day of September, 1997;

Whereas, said by-laws of said Hindu Temple of Atlanta, Inc., have now been amended by an affirmative vote of 75% of the total qualified votes of said corporation, effective December 14, 2014;

NOW THEREFORE, I, Narender G. Reddy, President and Chairman of the Board of Trustees of Hindu Temple of Atlanta, Inc., do hereby certify that said amended by-laws are ratified by the required number of votes, and that the Secretary of said corporation does maintain this certification and a copy of the said amended by-laws as a part of the permanent records of said corporation.

This 14th Day of December, 2014.



NARENDER G. REDDY, PRESIDENT
HINDU TEMPLE OF ATLANTA, INC.

CERTIFIED BY:



PRASHANTHI ASIREDDY, SECRETARY
HINDU TEMPLE OF ATLANTA, INC.



K. RAJA REDDY, CHAIRPERSON
BY-LAWS COMMITTEE

STATE OF GEORGIA
COUNTY OF CLAYTON

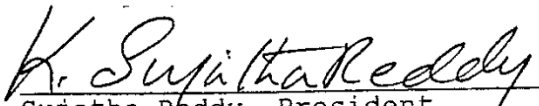
BY-LAWS
OF
HINDU TEMPLE OF ATLANTA, INC.

WHEREAS, the original by-laws of Hindu Temple of Atlanta, Inc., were adopted on the 1st day of October, 1984; and

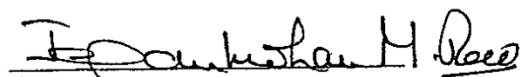
WHEREAS, said by-laws of said Hindu Temple of Atlanta, Inc. have now been amended by an affirmative vote of more than 75% of the total qualified votes of said corporation, effective September 31, 1997;

NOW, THEREFORE, I, Sujatha Reddy, President and Chairman of the Board of Trustees of the Hindu Temple, Inc., do hereby certify that said amended by-laws are ratified by the required number of votes, and that the Secretary of said corporation does maintain this certification and a copy of said amended by-laws as a part of the permanent records of said corporation.

This 17th day of September, 1997


Sujatha Reddy, President
HINDU TEMPLE OF ATLANTA, INC.

Certified by:


Secretary
HINDU TEMPLE OF ATLANTA, INC.

HINDU TEMPLE OF ATLANTA, INC.

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AMENDMENTS

Amendments approved by the Board of Trustees on December 14, 2014 to the by-laws of Hindu Temple of Atlanta originally approved on October 1, 1984 and subsequently amended on September 17, 1997.

Article 3.2 (a) (1) may now be read as: the pledged amount of \$25,000 towards membership shall be fulfilled within 5 years from the date of making the pledge. There shall be no limit to the number of members that can be admitted to this class of membership. Minors can be admitted after fulfilling the pledge of \$25,000 but shall be eligible to vote only after reaching the age of 18 years.

Article 3.2 (a) (4): In case of divorce, the membership shall remain with only one spouse. In resolving a spouse's eligibility the BOT shall decide, based upon a settlement agreement signed by both parties or per the court ordered judgement.

Article 3.2 (a) (5) added: There shall be a membership category of 'Honorary Trustees'. At the recommendation of Executive Committee, the BOT may appoint those individuals who have contributed towards the growth of HTA over a period of time with their time, money, skills and voluntary work. The term of such members is limited to 2 years, during which they will have the right to vote on par with the paid class of membership. However, an Honorary Trustee is not qualified to seek any position to become a member of the Executive Committee. The number of such class of membership shall not exceed 5% of the total paid membership.

Article 4.2, 4.3 & 4.4: The phrase 'Annual Meeting' is now substituted with 'Quarterly Meeting'. The purpose, the process and procedures, as envisaged originally in Article 4 shall remain the same.

Article 5.1 (f) Indemnification: The corporation shall indemnify, hold harmless, and defend its Trustees, Executive Committee Members and Officers (each of the foregoing being hereinafter referred to individually as an "Indemnified Party") against all claims, liabilities, losses, expenses (including attorney fees and legal expenses related to such defense), fines, penalties, taxes, or damages (collectively "liabilities") asserted by any third party where such liabilities arise out of or as a result from the duties performed in good faith by the Indemnified Party to fulfill the services assigned to them by the organization, unless those liabilities arise due to willful misconduct of the Indemnified Party.

Article 5.2 Committees of the Board of Trustees: In addition to the committees mentioned in Article 5.2(b) to (i), the following committees are added. (j) Community Service, (k) Cultural Affairs, (l) Endowment Trust, (m) Internal Audit, (n) Nomination, (o) Youth and (p) Technology.

ARTICLE ONE
Name, Location, and Offices

1.1 Name. The name of this corporation shall be Hindu Temple of Atlanta, Inc.

1.2 Registered Office and Agent. The corporation shall maintain a registered office in the State of Georgia, and shall have a registered agent whose address is identical with the address of such registered office, in accordance with the requirements of the Georgia Nonprofit Corporation Code.

1.3 Other Offices. The principal office of the corporation shall be located in Clayton County, Georgia. The corporation may have other offices at such place or places within or outside Clayton County, Georgia, as the Board of Trustees may determine from time to time or the affairs of the corporation may require or make desirable.

ARTICLE TWO
Goals, Powers, Purposes, and Governing Instruments

2.1 Nonprofit Corporation. The corporation shall be organized and operated as a nonprofit corporation under the provisions of the Georgia Nonprofit Corporation Code.

2.2 Purpose of Corporation. To establish, build, and operate a traditional style Hindu temple for the purpose of providing a place of worship for the Hindu devotees, with goals as follows:

(a) Goals.

- (1)** To establish a center for the study of Hindu religion, philosophy and way of life;
- (2)** To support and strengthen the moral and spiritual wellbeing of the devotees;
- (3)** To organize and provide facilities for the fulfillment of religious and cultural activities;
- (4)** To promote the teaching of Hindu scriptures;
- (5)** To promote friendship and goodwill among all people through understanding based on truth, love, harmony, peace, and tolerance;
- (6)** To acquire and publish for distribution, religious literature;
- (7)** To support humanitarian causes;
- (8)** For such other purpose(s) as the Board of Trustees may determine and publish to its general membership.

(b) Powers. In furtherance of its goals and purposes, the corporation shall have full power and authority:

- (1)** To have a corporate seal and alter the same at its pleasure;
- (2)** To acquire, hold, and dispose of in its own name by purchase, gift, lease, or exchange, on terms and conditions and in such manner and by such instrument as it may deem proper, real and personal property of every kind, character, and description, but the corporation shall not have the power to acquire any real or personal property by condemnation or eminent domain;
- (3)** To procure insurance against any loss in connection with its property and other assets of the corporation;

- (4) To make contract and to execute all instruments necessary or convenient in connection therewith;
- (5) To adopt, alter, or repeal its own articles of incorporation and bylaws, rules, and regulations governing the manner in which its business may be transacted and in which the power granted to it may be enjoyed, as the corporation may deem necessary or expedient in facilitating its business;
- (6) To receive, accept, and utilize gifts, grants, donations, or contributions of money, property, facilities, or services, with or without consideration from any person, firm, corporation, foundation, or other entity or from the State of Georgia or any agency, instrumentality, or political subdivision thereof or from the United States or any agency or instrumentality thereof;
- (7) To select, appoint, and employ professional, administrative, clerical, or other personnel and to contract for professional or other services and to allow suitable compensation for such personnel and services;
- (8) To make distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code;
- (9) To make distributions for other charitable purposes;
- (10) To do all things necessary or convenient to carry out the powers and purposes of the corporation which are expressly provided for in the Georgia Nonprofit Law.

2.3 Governing Instruments: The Corporation shall be governed by its articles of incorporation and these bylaws.

ARTICLE THREE
Membership

3.1 Membership. Membership in the corporation shall be open to all people who support, and are interested in furthering the purposes and functions of the corporation, who are willing to subscribe to the articles of incorporation and bylaws, and who are 18 years of age or older.

3.2 Membership.

(a) Membership as a Trustee:

- (1)** Any individual who is committed to the stated objectives of membership herein specified, and who meet all other qualifications plus pledges an amount of \$25,000.00 (twenty-five thousand dollars) or more, and fulfills the pledge within a period of three years from the date of making the pledge, becomes a Trustee of the temple and/or corporation. This class of membership shall be limited to the first 75 (seventy-five) people who qualify;
- (2)** There is no limit as to the number of people from each family who can become members of this class by meeting all requirements as herein specified;
- (3)** Every Trustee shall be a member of the Board of Trustees, but there shall be only one (1) vote per family. Family shall be defined as a husband and wife and their direct offspring who are totally dependent on the parents and are residing within the parents' household.

3.3 Ascertaining Qualifications of All Classes of Membership. The Board of Trustees is empowered to provide such means of ascertaining the qualifications of prospective members as it may deem necessary or desirable. The Board of Trustees may delegate the powers conferred by this section to such committee as it may designate.

3.4 Resignation. Any member may resign by filing a written notice of resignation with the secretary of the corporation, the chairman of the membership committee, or with such other person as the Board of Trustees shall designate from time to time.

3.5 Standard of Conduct. Members shall abide by such ethical standards and standards of conduct as may from time to time be adopted for the corporation. Any member in violation of any such ethical standards or standards of conduct shall be subject to such sanctions as the Board of Trustees may determine in its discretion, including termination or suspension of membership. The Board of Trustees shall adopt rules and regulations governing the removal of any member for conduct violations.

ARTICLE FOUR

Meetings of Members

4.1 Place of Meetings. Meetings of the members may be held at any place within or outside Clayton County, Georgia, as set forth in the notice thereof or in the event of a meeting held pursuant to waiver of notice, as may be set forth in the waiver, or if no place is so specified, at the principal office of the corporation on Highway 85, Riverdale, Georgia.

4.2 Annual Meeting. An annual meeting of members may be held at such time as the Board of Trustees shall determine and notify the membership, for the purpose of transacting any and all business that may properly come before the meeting. If such business is not transacted on the day prescribed herein for any annual meeting, or at a substitute annual meeting, or at any adjournment thereof, the Board of Trustees in its discretion may cause such business to be transacted at a special meeting of the members as soon thereafter as may be possible.

4.3 Substitute Annual Meetings. If the annual meeting is not held at the time designated in Section 4.2, any business which might not properly have been acted upon at that meeting may be acted upon at any subsequent members' meeting held pursuant to these bylaws.

4.4 Notice of Annual Meeting. By attendance at the meeting, notice of the time and place of such annual meeting shall be given by the secretary by mailing a copy thereof to each member or delivering same to him or her in person, or to its office in the case of an organization which is a member, not less than ten (10) days before such meeting, days to be defined as calendar days.

4.5 Special Meetings: Notice. Special meetings of the members and Board of Trustees may be called at any time by the chair or by the Board of Trustees. Special meetings of the members or a special meeting in lieu of the annual meeting of the members shall be called by the corporation upon the written request of no fewer than ten percent (10%) of the members. Notice of the time, place and purpose of any special meeting of the members shall be given by the secretary at least forty-eight (48) hours before the meeting.

4.6 Waiver. Attendance by a member at a meeting shall constitute waiver of notice of such meeting, except where a member attends a meeting for the express purpose of objecting to the transaction of business because a meeting is not lawfully called.

4.7 Quorum. At all meetings of the members the presence, in person, of twenty percent (20%) of the members entitled to vote there at (as determined by the Board of Trustees) shall constitute a quorum for the transaction of business. If a quorum is present, a majority of the members entitled to vote who are present at any meeting shall determine any matter coming before the meeting unless a different vote is required by statute, by articles of incorporation, by these bylaws, or by the Board of Trustees. At a meeting at which a quorum is present the member may continue to transact business until adjournment, notwithstanding the withdrawal of enough members to leave less than a quorum.

4.8 Proxies. Members shall be entitled to vote by proxy, provided a proxy form as approved by the Board of Trustees is properly executed and timely filed pursuant to the rules established by the Board of Trustees.

4.9 Presiding Officer. The chair, or in the absence of the chair, the vice chair of the corporation shall preside at all meetings of the members; or in the absence of both the chair and the vice chair, a presiding officer shall be chosen by the members present. The secretary of the corporation shall act as secretary of all meetings of the members, but in absence of the secretary, the joint secretary shall assume said secretary job, and in absence of the secretary and joint secretary, the presiding officer may appoint any person to act as secretary of the meeting.

4.10 Adjournments. Any meeting of the members, whether or not a quorum is present, may be adjourned by a majority of the voting members present at the meeting to reconvene at a specific time and place. It shall not be necessary to give notice of the reconvened meeting or of the business to be transacted, if the time and place of the reconvened meeting are announced at the meeting which was adjourned. At any such reconvened meeting at which a quorum is present, any business may be transacted which would have been transacted at the meeting which was adjourned.

ARTICLE FIVE
Board of Trustees

5.1 Authority and Responsibility of the Board of Trustees.

- (a)** The supreme authority of the corporation and the government and management of the affairs of the corporation shall be vested in the Board of Trustees; and all the powers, duties, and functions of the corporation conferred by the articles of incorporation, these bylaws, state statutes, common law, court decisions, or otherwise, shall be exercised, performed, or controlled by or under the authority of the Board of Trustees;
- (b)** The governing body of the corporation shall be the Board of Trustees. The Board of Trustees shall have supervision, control and direction of the management, affairs and property of the corporation and auxiliaries and other groups organized to support and benefit the corporation; shall determine the corporation's policies or changes therein; and shall actively prosecute the corporation's purposes and objectives and supervise the disbursement of its funds. The Board of Trustees may adopt, by majority vote, such rules and regulations for the conduct of its business and the business of the corporation as shall deemed advisable, and may, in the execution of the powers granted, delegate certain of its authority and responsibility to an Executive Committee. Under no circumstances, however, shall any actions be taken which are inconsistent with the articles of incorporation and these bylaws; and the fundamental and basic purposes of the corporation, as expressed in the articles of incorporation and these bylaws, shall not be amended or changed, except by two-thirds affirmative vote of the Board of Trustees;
- (c)** The Board of Trustees shall not permit any part of the net earnings or capital of the corporation to inure to the benefit of any member, trustee, officer, director, or other private person or individual;
- (d)** The Board of Trustees may, from time to time, appoint, as advisors, persons whose advice, assistance and support may be deemed helpful in determining policies and formulating programs for carrying out the purposes and functions of the corporation;
- (e)** The Board of Trustees is authorized to employ such person or persons, including an executive director or officer, attorneys, trustees, agents, and assistants, as in its judgment are necessary or desirable for the administration and management of the corporation, and to pay reasonable compensation for the services performed and expenses incurred by any such person or persons.

5.2 Committee of the Board of Trustees.

- (a)
 - (1) By resolution adopted by a majority of the full Board of Trustees, the Board of Trustees may designate from among its members an Executive Committee made up of seven (7) voting members: the president, vice president, immediate past president, secretary, joint secretary, treasurer, and joint treasurer. The chairpersons of all committees appointed by the Board of Trustees shall be ex-officio members of the Executive Committee with no voting rights;
 - (2) The Executive Committee shall be responsible for the day to day operations of the corporation and be answerable to the Board of Trustees. It shall receive reports from the various committees and make reports and recommendations to the Board of Trustees;
 - (3) The Executive Committee shall meet once a month and hold additional meetings as needed. Because of the required time to run the affairs of the organization, the voting members of the Executive Committee shall be allowed to vote by proxy so long as a proxy form as is approved by the Board of Trustees, is properly executed and faxed to the president 24 hours prior to the called meeting;
 - (4) The Executive Committee shall be reconstituted every two (2) years following the election of officers by the Board of Trustees.
- (b) **Pooja Committee:** The head priest of the temple shall be an ex-officio member of this committee. This committee shall be responsible for:
 - (1) Timely performance of daily poojas as well as special poojas and all sponsored poojas;
 - (2) Scheduling of special festivals and poojas in consultation with the priest;
 - (3) Delegation of temple priests to perform poojas at the homes of devotees with the help of the temple manager;
 - (4) Prepare a calendar of special events at the temple and forward same to the publications committee for printing and distribution;
 - (5) Prepare and recommend to the Executive Committee the schedule of events at the temple for major occasions and festivals.

(c) Education Committee:

- (1)** Maintain and operate a library at the temple;
- (2)** Acquire religious books and other literature for the library as well as for distribution by the temple book store;
- (3)** Supervise the operation of the bookstore;
- (4)** Conduct regular religious study classes at the temple for adults, youth and children;
- (5)** Arrange educational events such as religious camps and arrange visits by religious leaders

(d) Publications and Public Relations Committee shall be responsible for publication of the temple newsletter as well as other communications regarding the events at the temple. It shall be responsible for publishing a Hindu religious calendar in consultation with the Pooja Committee. It shall receive, review and respond to any suggestions and complaints from the devotees and bring pertinent issues before the Executive Committee.

(e) Construction Committee shall have the following functions:

- (1)** Prepare and review plans for all constructions as well as renovations;
- (2)** Consult and communicate with Sthapati and other architects;
- (3)** Obtain necessary clearance from city and county agencies;
- (4)** Supervise the timely progress of work and report to the Executive Committee and Board of Trustees.

(f) Maintenance Committee shall be responsible for the day to day upkeep of the temple property and premises with regard to cleanliness, timely repairs and maintenance of equipment and appliances. It shall also be responsible for the landscaping and parking lot maintenance.

(g) Fund Raising Committee shall make recommendations regarding various fund raising events to the Board of Trustees. Once the events are approved, the committee shall work with the other committees in soliciting pledges and donations, mailings to devotees and following up on pledges.

(h) Food Committee shall be responsible for the preparation and distribution of prasadam on a regular basis at the temple. It shall seek volunteers in this regard. It shall also be responsible for the food arrangements during all special events.

- (i) **By Laws Committee** shall review and recommend any amendments to the constitution and bylaws to the Board of Trustees. It shall be responsible for drafting any amendments which are recommended by the board. The committee shall be responsible for interpreting the constitution and bylaws during all meetings and whenever such questions arise.
- (j) **Endowment and Trust Fund Committee** shall accept any and all endowments made to the temple, to make investments from time to time as directed by the Board of Trustees. Often in the life of the temple, when individuals or corporations may endow certain funds to the temple, Endowment and Trust Fund Committee shall be charged with carrying out any requirements of an Endowment or Trust, making investments and reporting the same to the Board of Trustees and the Finance committee.
- (k) **Community Services Committee** shall identify and implement all programs related to humanitarian causes.
- (l) **Cultural Events Committee** shall be responsible for identification and arrangement for programs related to music, dance, and other cultural events.
- (m) **Youth Activities Committee** shall identify and implement all activities and programs to benefit youth.
- (n) **Nominating committee** shall consist of three members, all of whom shall be from the Board of Trustees. One of the Board members shall serve as Chairperson of the committee. The committee shall solicit nominations from the board to serve as officers of the Temple and as Chairpersons of the various committees, and shall thereafter submit their list of persons willing to serve if elected. Nominations from the nominations committee require no formal proposal and seconding, provided further that the names submitted by the nominating committee shall appear on the election ballot after approval by the executive committee. Nominations may be made by any Board member, provided said nomination is made in the form and time established by the Executive Committee and has a proper second, prior to election.
- (o) **Internal Audit Committee** shall review on a monthly basis accounting procedures, receipts and disbursements and their authorization procedures and advise the treasurer of any changes to be implemented. Further provided that this committee shall review all gifts to the temple to assure IRS compliance.
- (p) **Technology committee** shall oversee the functions of the temple website, temple computer system and audio visual systems. Technology committee will do necessary repairs or get repairs done as needed from outside service. When needed, necessary purchases will be coordinated with the agreement of the executive committee and the Board of Trustees. This committee shall facilitate in electronic voting when needed.

The herein mentioned are the current standing committees; however, the Board of Trustees may in its discretion form other committees as it deems appropriated for the continuance of the purpose of the organization.

The chairperson of each committee shall be a member of the Board of Trustees appointed by the Board of Trustees. Each committee shall consist of a minimum of three (3) members appointed by the Board from the General Body. All committees shall report through their chairperson to the Board of Trustees as well as Executive Committee and coordinate their function with the other committees through the Executive Committee. The responsibilities of each committee shall be delineated by the Board of Trustees.

ARTICLE SIX
Meetings of the Board of Trustees

6.1 Place of Meeting. Meetings of the Board of Trustees may be held at any place within or outside Clayton, County, Georgia, as set forth in the notice thereof or in the event of a meeting held pursuant to waiver of notice, as may be set forth in the waiver, or if no place is so specified, at the principal office of the corporation.

6.2 Annual Meeting: Notice. A quarterly meeting of the Board of Trustees shall be held at such place as the Board of Trustees shall determine on such day and at such time as the Board of Trustees shall designate. Unless waived as contemplated in Article 7.2, notice of time and place of such annual meeting shall be given by the secretary not less than ten (10) nor more than fifty (50) days before such annual meeting.

6.3 Regular Meeting: Notice. Regular meetings of the Board of Trustees may be held from time to time between annual meetings at such times and at such places at the Board of Trustees may prescribe. Notice of the time and place of each such regular meeting shall be given by the secretary not less than ten (10) days nor more than thirty (30) days before such regular meeting.

6.4 Special Meetings: Notice. Special meetings of the Board of Trustees may be called by or at the request of the chair or by any ten percent (10%) of active number of trustees in office at that time. Notice of the time, place, and purpose of any special meeting of the Board of Trustees shall be given by the secretary at least twenty-four (24) hours before such meeting.

6.5 Waiver. Attendance by a trustee at a meeting shall constitute waiver of notice of such meeting, except where a trustee attends a meeting for the express purpose of objecting to the transaction of business because the meeting is not lawfully called. See also Article Seven (“Notice and Waiver”).

6.6 Quorum. At meetings of the Board of Trustees twenty percent (20%) of the trustees then in office shall be necessary to constitute a quorum for the transaction of business.

6.7 Adjournments. A meeting of the Board of Trustees, whether or not a quorum is present, may be adjourned by a majority of the trustees present to reconvene at a specific time and place. It shall not be necessary to give notice other than by announcement at the meeting which was adjourned. At any such reconvened meeting at which a quorum is present, any business may be transacted which could have been transacted at the meeting which was adjourned.

ARTICLE SEVEN
Notice and Waiver

7.1 Procedures. Whenever these bylaws require notice to be given to any member or trustee, the notice shall be given in accordance with this. Notice under these bylaws shall be in writing unless oral notice is reasonable under the circumstances. Notice may be communicated in person, by telephone, telegraph, teletype, or other form of wire or wireless communications; or by mail or private carrier. If these forms of personal notice are impracticable, notice may be communicated by a newspaper of general circulation in the area where published, or by radio, television or other form of public broadcast communication. Written notice, which is in a comprehensible form, is effective at the earliest of the following:

- (1) When received or when delivered, properly addressed, to the addressee's last known principal place of business or residence;
- (2) Five days after its deposit in the mail, as evidenced by the postmark, if mailed with first-class postage prepaid and correctly addressed; or
- (3) On the date shown on the return receipt, if sent by registered or certified mail, return receipt requested, and the receipt is signed by or on behalf of the address.

Oral notice is effective when communicated if communicated in a comprehensible manner.

In calculating time periods of notice, when a period of time measured in days, weeks, months, years, or other measurements of time is prescribed for the exercise of any privilege or the discharge of any duty, the first day shall not be counted by the last day shall be counted.

7.2 Waiver. A member or trustee may waive any notice before or after the date and time stated in the notice. Except as provided herein, the waiver must be in writing, signed by the member or trustee entitled to the notice, and delivered to the corporation for inclusion in the minutes or filing with the corporate records. A member's or trustee's attendance at or participation in a meeting waives any required notice to him or her of the meeting unless the trustee at the beginning of the meeting (or promptly upon his or her arrival) objects to holding the meeting or transacting business at the meeting and does not thereafter vote for or assent to action taken at the meeting.

ARTICLE EIGHT

Officers

8.1 Number and Qualifications. The Board of Trustees shall elect among the president, vice president, secretary, joint secretary, treasurer, joint treasurer as well as the chairpersons of the various committees every two (2) years, all as appointed by the Board of Trustees.

The Executive Committee shall consist of the immediate past president, vice president, secretary, joint secretary, treasurer, joint treasurer and the chairpersons of all committees. The chairpersons of the various committees shall be non-voting members of the Executive Committee.

8.2 Other Agents. The Board of Trustees may appoint from time to time such agents as it may deem necessary or desirable, each of whom shall hold office at the pleasure of the board, and shall have such authority and perform such duties and shall receive such reasonable compensation, if any, as the Board of Trustees may from time to time determine.

8.3 Removal. Any officer or agent elected or appointed by the Board of Trustees may be removed by the Board of Trustees whenever in its judgment the best interests of the corporation will be served thereby. However, any such removal shall be without prejudice to the contract rights, if any, of the officer or agent removed.

8.4 Vacancies. A vacancy in any office arising at any time and from any cause may be filled for the unexpired term at any meeting of the Board of Trustees.

8.5 Duties of Officers. The duties of the officers are as follows:

- (a) President:** The president shall be the principal executive officer of the temple and be responsible for its day to day operations and its administration within the guidelines and policies as established by the Board of Trustees. He or she shall preside over all the meetings of the Executive Committee and the meetings of the Board of Trustees. He or she shall be an ex-officio member of every committee. He or she shall preside over all temple functions and shall be the official representative of the temple in order to facilitate the temple operations.
- (b) Vice President:** The vice president will assume the responsibilities of the president in his or her absence for any reason and also undertake any responsibilities delegated to him/her by the president, the Executive Committee or the Board of Trustees.
- (c) Secretary:** The secretary shall be responsible for keeping the minutes of all meetings of the Board of Trustees as well as the corporate books and documents and all the temple correspondence. He or she shall be responsible for setting the agenda and timely notification regarding all the meetings. He

or she shall keep all trustees notified periodically about the affairs of the temple and the progress on any ongoing projects. The secretary shall report to the president and assist him or her in his or her duties.

- (d) Joint Secretary:** Shall assume the duties of the secretary in his or her absence and carry out the duties assigned to him or her by the secretary, Executive Committee or the Board of Trustees.
- (e) Treasurer:** The treasurer shall keep accounts of the all the financial affairs of the temple including the moneys received, the bank accounts of the temple, the temple expenditures as well as accounts receivable and payable. He or she shall always be one of the cosigners of all the checks issued by the temple. He or she shall prepare and present financial reports to the Board of Trustees meetings as well as Executive Committee meetings and shall be responsible for having the temple accounts audited periodically and present audited financial statements to the Board of Trustees at every quarterly meeting. He or she shall be responsible for maintaining a detailed inventory of the temple jewelry and other valuables. He or she shall be responsible for preparing the annual budget.
- (f) Joint Treasurer:** Shall assist the treasurer in his or her duties and function as the treasurer during his or her absence. He or she shall help the treasurer as well as the fund raising committee in their fund raising activities.

ARTICLE NINE
Temple Manager

The Board of Trustees shall authorize the employment of full time or part time manager at the temple. The Executive Committee shall have the oversight of the manager whose responsibilities are:

- (1) Keep the temple open during designated hours;
- (2) Make arrangements for cleaning of the temple grounds;
- (3) Maintain a log for scheduling of poojas to avoid conflicts;
- (4) Carry out the decisions of the Pooja Committee and Executive Committee;
- (5) Help ensure that all poojas start on time;
- (6) Maintain a suggestion box to be reviewed by the president / secretary / chairperson of the Public Relations Committee every week;
- (7) Implement the time off and vacation policy for the staff as approved by the board;
- (8) Maintain an inventory of gold ornaments, articles of value and other offerings including saris with the help of trustees;
- (9) Mailing of temple newsletter and prasadam and receipts to the devotees;
- (10) Implement all the approved charges for the various poojas and bring to the attention of the Pooja Committee any poojas for which charges have not been established;
- (11) Designate someone to handle his or her job during his or her absence;
- (12) Make arrangements for the meetings of Executive Committee and the Board of Trustees;
- (13) Strive hard to establish and maintain good relationships with the public trustees;
- (14) Meet with the treasurer on a weekly basis or as needed;
- (15) Help various chairpersons when needed.

ARTICLE TEN

Priests

The responsibilities of the priests shall be:

- (1)** Conducting of all poojas and advising the Pooja Committee about scheduling of forthcoming events;
- (2)** One priest shall be designated as the presiding priest for each special Pooja and the other priests will help him as needed. The presiding priest will brief the other priests regarding the details of the pooja to ensure smooth operation. The assisting priests will perform archanas and other poojas for other waiting devotees;
- (3)** The priest assigned to a particular sanctum as well as the area in front of it;
- (4)** Priests will take turns for going out to perform poojas outside the temple. The manager shall be made aware of this and the rotation shall be supervised by the chairperson of the Pooja Committee;
- (5)** All the pooja procedures shall be standardized with the full cooperation of all priests. Differences of opinion among priests shall be discussed with the Pooja Committee and not in the presence of devotees;
- (6)** All poojas shall start on time and be completed within the preassigned time except on special occasions and with approval by the Pooja Committee;
- (7)** The priests, when requested by devotees, will provide a choice of the dates for any pooja or service and coordinate with the manager in scheduling the same;
- (8)** The priests shall work together to streamline the service and procedures at the temple so as to adapt them to the present times as well as future generations.

ARTICLE ELEVEN
Elections

Elections for the President, Executive Committee posts and chairpersons of the various committees shall be held bi-annually at the December meeting of the Board of Trustees. Voting for any person when needed shall be by secret ballot and the person with the most votes shall be declared elected every two (2) years. Absentee ballots must be received by the secretary prior to the time of the meeting in order to be valid. All absentee ballots shall be opened by the secretary at the official Board of Trustees meeting.

ARTICLE TWELVE
Amendments

The Board shall have the responsibility to adopt and amend the bylaws. Amendments shall be recommended by signed petition by five (5) or more Board members. Any such petition shall be acted upon at a regular meeting or at a special meeting called for such purpose. Amendments to these bylaws shall be approved by the affirmative vote of three-fourths of the Board of Trustees membership that are qualified to cast a vote. Provided further that notice of said amendment was given that notice of such proposed amendment was given by the secretary or chairperson to each member of the Board of Trustees at least fifteen (15) days prior to the date of such meeting. Amendments so adopted shall become effective immediately.

ARTICLE THIRTEEN
Dissolution

Upon the dissolution of this organization for any cause, the properties and assets then in its possession shall be turned over to such successor organization, exempt within the meaning of Section 501(c) and 170(c) of the Internal Revenue code of 1954 or corresponding sections of any prior or future law, or the Federal, State or local government for exclusive public purpose as the Board of Trustees may determine; or in the absence of any successor organization, the properties or assets shall be distributed to one or more organizations organized and operated exclusively for charitable, religious, scientific, literacy or educational purposes within the meaning of Section 501(c)(3) of Internal Revenue code, as the Board of Trustees may determine. In no event shall any property or assets of this organization inure to the benefit of any individual member, private shareholder or individual within the meaning of the IRS code, and now substantial part of its activities which are not in furtherance of one or more of the purposes for which it is organized

Notwithstanding any other provision of these articles, this organization will not carry on any other activities not permitted to be carried on by (a) a corporation exempt from Federal income tax under Section 501(c)(3) of Internal Revenue code of 1954 or the corresponding provision of any future United States Internal Revenue law or (b) a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue code of 1954 or any other corresponding provision of any future United States Internal Revenue law.

This organization exists exclusively for charitable, religious, educational and scientific purposes, including for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue code of 1954.