

Bylaws of the Chinese Association of Science, Economics, and Culture of South Florida

Article I. Name

The name of this organization shall be the *Chinese Association of Science, Economics, and Culture of South Florida, Inc.*. The abbreviated form of this name is *CASEC*.

Article II. Areas of Operations

The primary areas of operations of CASEC include the south eastern counties of the State of Florida; specifically, Palm Beach, Broward, and Miami-Dade counties, which are collectively referred to as tri-county areas for brevity.

Article III. Purpose

Founded in 1994, CASEC is a non-profit and non-political organization incorporated in the state of Florida. CASEC promotes interests and understanding towards China and Chinese culture to local residents. CASEC promotes Chinese culture and provides venues to local residents who are interested in China and Chinese Culture. CASEC promotes exchanges between China and America in areas of science, economics, and culture. CASEC helps its members in professional growth and friendship development. CASEC collaborates and supports other organizations and individuals who share the same goals. CASEC organizes and sponsors activities and events that offer values that are in accordance with its purpose. CASEC may provide services that are complimentary to its purpose. CASEC may provide services or sell goods to finance its operations. The activities of CASEC are within the bounds of the laws of the Florida state and United States federal government. CASEC only organizes, sponsors, and/or participates in activities that are allowed by laws of the local government where the activities are held. CASEC may send its representatives outside of its primary operation areas. CASEC requires its representatives to obey the laws of the destination country, state or province, or city or town. CASEC representatives assume personal responsibilities when they visit any parts of the world, even when the primary purpose of the trips is to perform duties assigned by CASEC. CASEC will not be responsible for any activities of its representatives. CASEC is not obligated to provide legal assistance to its representatives under any circumstance.

Article IV. Properties

CASEC owns real or intellectual properties, copy rights, trade marks, or other assets of tangible or intangible value.

All articles and goods purchased or reimbursed by CASEC members or non-members using CASEC funds are CASEC properties. The properties may or may not be labeled explicitly as CASEC properties and they may be under the custody of its members for storage and maintenance.

CASEC owns some websites and email lists. Information and emails posted to CASEC websites and email lists are properties of CASEC when the data reaches CASEC servers and stored on CASEC servers.

CASEC owns CASEC mark and the other marks, signs, and icons as displayed and printed in its printed materials or electronic media.

CASEC properties shall be used only in activities or events sponsored or participated by CASEC.

CASEC may render its properties to law enforcement authorities if such requests are made by the authorities in criminal investigations.

Article V. Affiliated Organization

In 1995, CASEC established a weekend Contemporary Chinese School of South Florida (CCSSF) that currently has three campuses at Boynton Beach (Palm Beach County), Davie (Broward County), and Miami (Miami-Dade County). CASEC actively involves in CCSSF to provide education to the younger generation of local Chinese and to local residence at large.

Article VI. Membership

Section 6.01 Eligibility

Individuals who reside in the tri-county areas, regardless of citizenship or race may become members of CASEC.

Section 6.02 Membership Dues

The Board of Directors of CASEC (see below) may charge annual due or other fees to finance its operations. Members must pay the annual due in full by the due date to maintain membership with CASEC.

Once paid, the membership dues are not refundable under any circumstances.

Section 6.03 Responsibilities

Members must pay the annual dues or fees as approved by the Board of CASEC to maintain valid membership with CASEC.

Members agree with the purpose of CASEC and should promote and protect the interests and image of CASEC. Members should actively support and participate in activities and events organized by CASEC. Members should contribute to the well-being and growth of CASEC.

Members must abide by the rules and regulations when participating activities or events sponsored by CASEC.

Members agree to use CASEC email lists to discuss, inform, and advertise information pertaining to the interests of other CASEC members. Members should use common sense in email exchanges that may be controversial. No emails that are of general merchandise advertisements in nature should be sent to CASEC email lists.

Members agree to use CASEC properties as authorized only for the purpose of facilitating CASEC events or activities. Members agree not to use CASEC properties for personal use.

Section 6.04 Benefits

Only members in good standing are allowed to receive the benefits listed here.

Members are allowed to send and receive emails to and from CASEC email lists.

Members are given discounts in admission tickets in activities sponsored by CASEC. Members may also be given discounts in other services provided or products sold by CASEC.

Businesses or other organizations that have relations with CASEC may offer discounts for services provided or goods sold to CASEC members.

Section 6.05 Privileges

Adult members have rights to vote in CASEC elections. Each membership has one vote.

Adult members are eligible to run for all CASEC positions.

Members are allowed to access to CASEC e-mail lists (send and receive). Non-members are only allowed to receive emails from the lists.

Members have access to the "members only" area of CASEC websites.

Section 6.06 Exclusions

Members who fail to pay membership dues by the due date are automatically considered delinquent and membership cancelled.

Members who are subjects of criminal investigations are automatically excluded from CASEC membership.

The Board of CASEC may revoke the membership of members at its discretion.

Article VII. Annual Member Meeting

All members of CASEC should attend the annual member meeting, which is usually held in October of each year.

The meeting discusses and resolves matters that affect CASEC and all members of CASEC. The following CASEC businesses are conducted during the annual member meeting.

- Elect the next president-elect of CASEC.
- The current president-elect is sworn in as the next president.
- The current president becomes the past president.
- The current Board of Directors of CASEC dissolves.
- The new Board of Directors of CASEC are appointed and sworn in.

Article VIII. Presidency of CASEC

The presidency of CASEC consists of following three posts: president-elect, president, and past president.

The president-elect of CASEC is directly elected by members of CASEC.

The president-elect of CASEC automatically becomes the president of CASEC after one term.

The president of CASEC automatically becomes the past president of CASEC after one term.

CASEC will have three different individuals holding the three above-mentioned posts, i.e., a president-elect, a president, and a past president of CASEC.

The former president of CASEC is an individual who was the president of CASEC but no longer serves as the president or past president of CASEC.

Section 8.01 Eligibility

Adult members of CASEC in good standing are eligible to run for the president-elect of CASEC.

Section 8.02 Nomination

An adult CASEC member can self-nominate or nominate another adult CASEC member as a president-elect candidate to the nomination committee. Up to three candidates will be selected by the nomination committee to be on the ballot for vote by CASEC members. Any candidate(s) nominated by more than 10 CASEC members will be automatically on the ballot. The nomination committee will be chaired by CASEC past president and composed of some selected members of the Board.

Section 8.03 Election

The president-elect of CASEC is the only directly elected officer of CASEC by the CASEC members. The president-elect is elected from the candidates on the ballot determined by the nomination committee. The candidate with most votes wins the election.

Section 8.04 Terms

The term of the president-elect of CASEC is one year.

The term of the president of CASEC is one year.

The term of the past president of CASEC is one year.

Section 8.05 Responsibilities

The president of CASEC is the Chief Executive Officer (CEO) of CASEC and also serves as the chairman of CASEC Board of Directors. The president is responsible for CASEC day-to-day operations. The president appoints other members of CASEC to the Board. The president organizes and chairs the Board meetings that make decisions on major issues concerning CASEC, including but not limited to budget and strategy.

The president-elect is a member of the Board, whether or not being pointed by the president. The President-elect participates in the daily operations and management of CASEC. After one year preparation, the president-elect appoints his or her Board of Directors, presents a budget and outlines the major agenda for his or her term at the annual CASEC member meeting where he or she becomes the President.

The past president of CASEC is a member of the Board, whether or not appointed by the current President. The past president is responsible for nominating the candidates for the

next president-elect. The past president chairs CASEC advisory committee, which may include other former presidents, to provide advice to the current president on various CASEC matters. The committee members may or may not be members of CASEC Board.

Section 8.06 Resignation and Impeachment

If the president-elect of CASEC decides to resign from the post, he or she should inform the board of such decision in writing. The Board should hold an emergency meeting as soon as the resignation is submitted by the president-elect. The Board should accept or reject the resignation request. If the Board accepts the resignation, a member meeting should be called by the president to elect a new president-elect as soon as possible.

If the president of CASEC decides to resign from the post, he or she should inform the board of such decision in writing. The Board should hold an emergency meeting as soon as the resignation is submitted by the president. The Board should accept or reject the resignation request. If the Board accepts the resignation, the Board should elect a new president at the emergency meeting. The Board may or may not elect the president-elect as the current president. If the president-elect is elected to become the new president, a member meeting should be called by the new president to elect a new president-elect as soon as possible.

If the past president of CASEC decides to resign from the post, he or she should inform the board of such decision in writing. The Board or the President should appoint a member of the Board or a former president of CASEC to assume the duty of the past president of CASEC. No replacement of the post is needed.

The president-elect, president, and past president may be impeached for misconduct or dereliction of the duties of the presidency. The impeachment must be initiated by a member of the board. The motion for impeachment must be seconded by at least one other member of the board. The motion will be deliberated at a board meeting, which may be called by the board member explicitly for this purpose. The motion is subject to the general requirements of a quorum, which is described in more details in the next section on the Board of Directors.

Once the motion for impeachment is passed, the president is immediately removed from the presidency and from the Board. The new Board, with the president being removed, must elect a new president in the same meeting. The election process in this case is the same as the process used when the president resigns voluntarily.

The president being impeached may or may not be present at the impeachment meeting.

Article IX. Board of Directors

The Board of Directors of CASEC is the sole governing body of CASEC with regard to its normal operations.

The Board interprets and enforces the bylaws stated in this document.

Section 9.01 Eligibility

Adult members of CASEC in good standing may be appointed by the current president to serve on the current Board. Board members are not elected.

Only members of CASEC whose primary residences are in the tri-county areas are eligible to be appointed by the Chairman as a member of the board. CASEC president may however, appoint honorary directors. Honorary directors do not have voting rights in board meetings.

Section 9.02 Responsibilities

The Board specifies, implements, and enforces CASEC policies. It determines what activities and events are in conformance with CASEC purpose.

The Board represents CASEC in all matters with regard to CASEC.

The Board should meet at least twice a year in person to review the operations of CASEC and discuss and resolve other important matters. The Chairman of the Board calls the meeting. One of the meetings may be held at the same time as the annual member meeting.

Section 9.03 Chairman of the Board

The Chairman of the Board is the President of CASEC. The chairman should consult the Board for matters important enough to be deliberated by the entire board. The chairman should call meetings whenever such needs occur.

Section 9.04 Directors of the Board

Directors of the Board are appointed by the Chairman, except the past president and the president-elect, who are the members of the board by default. The board should include the following members:

- Chairman, see above for details.
- President-elect.
- Past president.
- Regional vice presidents. The Chairman should appoint one vice president in each of the three counties.
- Functional vice-presidents or directors for various specialized functions, such as public relations, membership, publications, communications, education, fundraising, and Youth Member of CASEC (YMC).

- A secretary general, who keeps CASEC documents and assist the President and the Board in book-keeping.
- A legal advisor or counsel, who represents CASEC in legal matters.
- A treasurer, who manages CASEC funds and accounts.
- Principals of Contemporary Chinese School of South Florida (CCSSF)

Section 9.05 Motions and Quorums

The primary duty of the board is to resolve matters by passing or rejecting motions. Matters must be brought up to the board for discussion by a member of the board. One member of the board makes a motion and another member must second the motion for it to be considered and deliberated by the board.

The board passes a motion by a simple majority vote (50%) of the members of the board who are present at the meeting. Motions that fail to receive more than 50% of the votes by the members present are rejected.

A quorum is established when more than 1/2 (50%) of the members of the board are at a board meeting. A board member is considered present at a meeting if the member is at the meeting place in person, on the phone, or present in the discussions via other means. A person is considered not present if the meeting discusses matters that require the physical presence of a member.

A quorum can be established for a specific motion during a meeting, in which multiple motions are deliberated. A member may be present in the vote for one motion and may not be considered as present for another motion in the same meeting.

Section 9.06 Resignation and Dismissal

A member of the Board submits resignation to the Chairman of the board. This can be done verbally, electronically, or in writing. The Chairman may accept or reject the resignation. If a resignation is accepted, the Chairman should inform the rest of the Board as soon as possible and may appoint another CASEC member to the board.

A member may be dismissed by the Chairman or the Board for reasons including but not limited to misconduct or dereliction of duties as a member of the Board. A member may move to dismiss another member in a board meeting. If the motion passes, the member is dismissed. The Chairman may elect to appoint a new member to the Board in place of the dismissed member.

The past president and the president-elect are not subject to dismissal.

Section 9.07 Conflict of Interests

All members of CASEC Board are prohibited from benefiting directly or indirectly from financial arrangements with CASEC sponsors or other organizations or individuals, to which CASEC may support financially.

All members of CASEC Board agree that assets purchased or leased using CASEC funds belong to CASEC.


Article X. Sponsorships

CASEC may seek sponsorships from local businesses or other organizations or individuals during CASEC organized events. The sponsors may or may not be members of CASEC. The sponsors may or may not agree with CASEC purpose or policies. CASEC shall state clearly of the following to the sponsors in sponsorship agreements.

Sponsors contribute to CASEC financially or via other means agree to support CASEC as a whole. Sponsors are not permitted to partially endorse some of CASEC purpose or policies while explicitly object to others.

Article XI. Amendments

This document may be amended as needed by the Board of CASEC at any time. The amendments shall be recorded in this section below. The original text in the previous articles may be modified provided that the text is included in the amendments as described below.

Signed  _____, President of CASEC (2004-2006), on October 3, 2006
Feng Niu

Passed by the CASEC Board of Directors (2004-2006) on October 3, 2006 and endorsed by the following Board members:

Dan DeCarlo
Bin Liu
Jennie Lou
Bin Qin
Qicai Shi
Siping Yang
Kai Zhong
Hanqi Zhuang

Mathew He
Eric Liu
Charlie Lu
Robin Ren
Jie Wu
Fuzhen Zhang
Ken Zhong

Jim Huang
Fred Liu
John Lu
Shigui Ruan
Jason Yan
James Zhang
Linfeng Zhou

Jennifer Jia
Michael Liu
Feng Niu
Monica Shang
Weijia Yang
Dawn Zhong
Qian Zhu