

Constitution & By-laws

I. Constitution

A. Mission Statement

The Mission of Asian and Friends, Columbus (AFCMH) shall be to promote friendship and to provide a safe, confidential, and sociable gathering forum whereby Gay, Lesbian, Bisexual and Transgender men and women, of all ethnic backgrounds, may enjoy various social, cultural and educational activities and events

B. Affiliation

AFCMH shall be fully affiliated with the International Friendship Alliance (IFA), an organization that internationally oversees other Asians and Friends groups and Long Yang Groups. AFCMH shall pay annual membership to IFA and also promote its members to participate in International Friendship weekends (IFW).

C. Organization

AFCMH shall always be operated as a not for profit organization

D. Motto

The motto of AFCMH shall be "Having Fun is Our Number 1 Priority!"

E. Location

1. AFCMH will serve the Columbus (OH) Metropolitan area. As well AFCMH will serve the adjoining counties to Franklin County-- Madison, Pickaway, Fairfield, Licking, Delaware, and Union counties. As well, AFCMH will serve the following cities and their respective metropolitan areas until new AFCMH chapters are formed: Cincinnati, Dayton, Athens, and Portsmouth. Other areas can be served as warranted. AFCMH will not crossover geographical regions with respect to Asians and Friends Cleveland and Pittsburgh
2. The official mailing address for AFCMH: PO Box 23555, Columbus, OH 43223

F. Incorporation

AFCMH shall remain incorporated under the laws of the State of Ohio.

II. By-laws

A. Codes of Conducts

1. No unwanted sexual, physical, or emotional touching or communication of any sort shall be tolerated. AFCMH will not allow any fighting, personal attack, verbally abuse, threatening letters or e-mails among members. If an individual participating at group activities does not cease upon another person's request to stop with these forms of harassment, the actions themselves shall be viewed as harassment. AFCMH will not tolerate any use of the membership roster as a means of achieving personal gain via harassment.
2. No controlled substances or behavior under the influence of controlled substances
3. Deemed illegal for possessions by local, state (the state of Ohio or whatever the group functions occurs), and applicable U.S. laws
4. Alcoholic Consumption:
 - a. Persons 21 or over will only consume alcohol. No alcohol consumption by those below age 21.
 - b. Alcoholic consumption by those who have to drive may be subject to AFCMH providing a "safe ride home" rather than run the risk of a vehicular moving violation.
5. Whether the gathering place for any meeting or social gathering be a public business, a private residence, a party hall, a place of worship, a restaurant, or other property an AFCMH participant should demonstrate respect for the area.
6. AFCMH gatherings will always be a smoke free environment. Smoking of any kind (cigarettes, cigars, and pipes) will not be allowed at AFCMH functions. All smoking must be done outdoors
7. The membership roster will be maintained on a monthly basis as updates are made and new persons join AFCMH. To ensure the privacy of all members, this roster will not be used for the personal use of anyone to market products or services via regular direct mail, and electronic mail (better known as "e-mail"), and telephone solicitation. Since AFCMH maintains a confidential support as part of its mission, the Officers have the responsibilities of keeping the information on the roster private and confidential

B. Membership

1. AFCMH membership will not be based on race, color, national origin, ancestry, sexual orientation, gender, handicap, veteran's status, religious (or non-religious) belief, social status, income or educational level.
2. Memberships will be for a period of 12 months and are nonrefundable. Special reductions in membership rates will be made for persons who reside jointly, engaged in domestic partnerships, or who are engaged in an agreed relationship.
3. Each member must pay membership dues (generally on an annual basis) to be an active member. The dues will be considered received when the Treasurer received the payment in full in the form of a check or a money order.
4. Membership purely gives an individual voting status when an election is held, a vote when issues are being decided upon, or a quorum is called for a vote.
5. Membership is subject to revocation by the group at large. A 2/3 majority of active members present at a regularly held meeting is needed to sever the relationship of any single or couple membership.
6. Anyone who attends an AFCMH function and is not a paid member may be subject to higher fees for social gatherings, per person charges for recreational events, and will not have a deciding vote during a business meeting or official elections.
7. The officers of AFCMH have the option to refuse any membership. One shall fully understand that any violation of the AFCMH policies, codes of conducts and/or by-laws may result in the termination of his/her membership. He/She further understands that the relationship between the organization and the members is at will and can be terminated by either party at any time.
8. Non-renewal of membership can cause a person to be removed from the e-mail list.

C. Officers & Elections

1. Regular elections will be held each February at the regular monthly business meeting.
2. The terms of each elected officer will be approximately one year. If an individual decides to vacate or resign their post, a special election will be held to nominate a person to replace the office and fulfill the unused portion of the office term. (See Note 1)
3. All officers will have a seat on the Officers committee and will be required to attend those meetings as scheduled.
4. Officers of **AFCMH** will be as follows and have the entailed responsibilities:
 - a. President
 - i. To present an annual set of clearly defined goals for AFCMH. These goals are to be presented at the November Officers meeting for subsequent presentation to the group as a whole at the monthly business meeting.
 - ii. To cause to be presented an annual budget for the AFCMH organization. This budget would consist of projected income and expenses. As well, the budget would present recommendations in meeting a break-even budget.
 - iii. To present an annual report to the AFCMH membership. This report would consist of financial status, of membership status, and of goal standards.
 - iv. To discuss any AFCMH issues with the Officers committee (i.e., All Officers of AFCMH) before bringing up to the membership.
 - b. Vice President
 - i. To fill the responsibilities of President in their absence.
 - ii. To pick up mails from the Post Office Box and correspond to the inquiry of potential members.
 - iii. To discuss the AFCMH organizational mission and rules with interested persons.
 - iv. To remind and inform members to renew their membership
 - v. To maintain and furnish an updated membership list when needed.
 - c. Treasurer
 - i. Prepares and delivers financial statements to the group at monthly business meetings.
 - ii. Remits payment regarding group expenditures and incoming payables.
 - iii. Deposits all funds relating to the AFCMH operating account as defined in the Constitution.
 - iv. Prepares an annual budget
 - v. Works directly with the President and Vice President in overseeing the organization's future by tracking the budget status.
 - vi. Maintains a \$500 minimum balance in the organizations checking account at all times.
 - d. Secretary
 - i. To keep attendance records of all members.

- ii. To record the minutes of each meeting for the benefit of informing members of AFCMH developments
- iii. To update all AFCMH publications and brochures for timeliness.
- e. Social Director. (See Note 2)
 - i. To arrange the logistical needs of various group outings and social events.
 - ii. To contact members for an accurate count on group outings and social events.
 - iii. To develop and publicize at least one social fundraising event per year.
 - iv. Checks the PO Box in the absence of the Vice President.
- f. Webmaster (See Notes 2)
 - i. To create new features that will enable interested visitors to move about the website with ease.
 - ii. To update the website with new files on a regular basis.
 - iii. To develop ideas that will make the website become a means of publicizing the latest AFCMH news and events.
 - iv. To communicate to the Officers and the AFCMH group at large of new ideas that will meet the needs of the organization as a whole.
 - v. To maintain security of the AFCMH website against crashes, invasion, and other acts of possible sabotage.
 - vi. To maintain continuous registration of the AFCMH web site.
- g. IFA / IFW Liaison. (See Note 2)
 - i. To inform the AFCMH membership of new developments within IFA.
 - ii. To update the AFCMH membership of new developments on the annual International Friendship Weekend.
- h. OSU Liaison (See Note 2)
 - i. To work directly with the Office of Gay, Lesbian, and Bisexual Student Services office on the Ohio State University Campus.
 - ii. To place AFCMH brochures at key places on the OSU campus.

D. Meetings

1. AFCMH meetings will be scheduled each month:
 - a. Officers Meeting - the officers shall meet monthly.
 - i. Officer Reports:
 - ii. President
 - iii. Vice President
 - iv. Treasurer
 - v. Secretary
 - vi. Social Director
 - vii. Webmaster
 - b. Business Meeting / Social – A business meeting, open to all member, shall be held monthly. The host of the business meeting / social shall be compensated for expenses up to \$25.00 upon presentation of receipts. Any additional expenses may be approved by the officers. The agenda should follow this order:
 - i. Old Business
 - ii. New Business
 - iii. Open Forum
 - iv. Closing
2. Each meeting will be posted in events section of the AFCMH website.
3. Extra meetings may be convened as necessary as pressing issues warrant.

E. Web Site

1. The web site for AFCMH is known as <http://www.afcmh.com>.
2. The web site shall be used for the following purposes:
 - a. Informing the general public of our organization.
 - b. Providing current and prospecting members of AFCMH current events.
 - c. Delivering interested parties the latest AFCMH calendar.
3. A member known as the Webmaster will supervise this website.
4. The webmaster shall be appointed by the officers and serve for as long as the officers find his/her performance to be satisfactory, or until the next regular election of officers. (See Note 3)
5. The pages that serve as parts of the website will be under the security of the AFCMH President and the Webmaster.

F. Organizational Changes and Amendments

1. AFCMH will allow the following votes for organizational changes and amendments:
 - a. Yes, no, or abstain
2. Constitutional and By-Laws amendments, additions, and repeals
 - a. Will be brought before the AFCMH membership
 - b. These proposals can be submitted in writing or through e-mail in advance.
3. A quorum is needed to bring the proposed amendment to the floor for vote.
4. For this purpose, a quorum shall be defined as 10 voting members and a majority of the sitting officers.
5. The proposed changes must be approved by two-thirds of the voting membership.

Note 1 - This clause was amended by majority affirmation of the membership on 10/30/04 to read:

The term of each elected officer will be approximately one year. If an individual decides to vacate or resign his/her post, or is unable to execute the duties of his/her office the remaining officers shall appoint a member to fill the office for the remainder of the current term.

The amendment is to take effect 2/1/05.

Note 2 – This officer position was eliminated by majority affirmation of the membership on 10/30/04. The amendment will take effect 2/1/05.

Note 3 – This clause was added by majority affirmation of the membership on 10/30/04. The amendment will take effect 2/1/05.