

الجمالية السودانية الأمريكية بفيلاذلفيا الكبرى  
**THE SUDANESE-AMERICAN COMMUNITY OF GREATER  
PHILADELPHIA**

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## **Bylaws of the Sudanese-American Community of Greater Philadelphia**

### **Article I: Name**

"The Sudanese-American Community of Greater Philadelphia"  
Address: 1135-37 S. 58th Street, Philadelphia, PA 19143

### **Article II- Purpose:**

- (a) To preserve and promote the Sudanese culture and traditions;
- (b) To serve the needs of the Sudanese Community in the Greater Philadelphia area;
- (c) To provide a forum for free exchange of ideas on issues concerning Sudan to promote a better understanding of Sudanese culture in the United States.
- (d) To organize functions which promote social interactions and understanding between members and their community in the United States.

### **Article III: Membership and Dues**

#### **Section 1.**

Admission to membership in the Community shall require completion of an application adopted by the Executive Committee. A Community member must support the Community's mission and have all membership dues paid in full.

#### **Section 2.**

Membership dues are as follow: **(1)** One-time non-refundable payment of one thousand US Dollars (\$1,000) for the married couple, or seven hundred fifty US Dollars (\$750) for the unmarried; **(2)** An annual non-refundable payment of thirty US Dollars (\$30).

#### **Section 3.**

Membership privileges are only available for members who completed the payment of their membership dues.

### **Article IV: Board of Trustees**

The Board of Trustees is the Advisory and Supervisory body for the performance of the Executive Committee with powers derived from the Bylaws herein.

**Section 1: Board of Trustees: Members and their Selection:**

The Board of Trustees shall consist of nine (9) members as follows:

- a. Seven (7) members elected by a secret ballot at a General Assembly meeting or in an emergency meeting designated for this purpose.
- b. The seven (7) members shall be nominated at the General Assembly by full standing members in attendance at the meeting and their acceptance.
- c. Two (2) members will be added from outside the Sudanese Community by the Board of Trustees in consultation with the Executive Committee.

**Section 2: Term:**

The term of the office of each individual member shall be four (4) years. The members of the Board shall then be entitled to run for another term, provided that the member's service on the Committee should not exceed two (2) consecutive terms.

**Section 3: Structure of the Board of Trustees:**

- a. The Board shall consist of a Chairman, Vice-Chairman, a Rapporteur and six (6) members.

**Section 4: Functions and Powers of the Board of Trustees:**

- a. Assist the Executive Committee in developing plans for near and far reaching projects.
- b. In case the Executive Committee violates the Bylaws of the Community or for its ineffectiveness, if either is proven, the Board of Trustees may unanimously decide to dissolve it, provided that the Board shall carry out its functions for a period not exceeding three (3) months, during which an emergency meeting of the General Assembly shall be convened for electing a new Executive Committee.
- c. Has the power to accept or reject the resignation of the Chairman of the Executive Committee if said resignation is submitted in writing.
- d. In the case of acceptance of the resignation of the Executive Committee, the Board of Trustees shall assume the functions of the Executive Committee and call for an emergency meeting of the General Assembly not later than three months for the election of a new executive committee.
- e. Decides on any dispute arising between the members of the Executive Committee that's submitted to the Board of Trustees.
- f. Decides on any dispute between any member of the community and its institutions whenever the Executive Committee is unable to resolve it and is submitted to the Board of Trustees.
- g. Monitoring and overseeing the Executive Committee's management of assets and property belonging to the community investment through development and preservation.
- h. In the case of purchase, sale or liquidation of Community's assets, the Board of Trustees in consultation with the Executive Committee, must prepare a study indicating the reasons and necessity that called for such action and

- then present it to the General Assembly for approval. The Board shall then be entitled to complete all the subsequent procedures for the purchase, sale, liquidation, contract, grant or support, in accordance with the study prepared and the article allocated to it.
- i. In the case of any judicial dispute in which the community is a party, the Board of Trustees shall be the representative of the community at all stages of litigation until the dispute is resolved. The results shall be presented to the Assembly at its regular session or any emergency meeting.
  - j. The Executive Committee shall submit a **semi-annual** financial report to the Board of Trustees for approval.
  - k. In the case of allocation of financial incentives regarding the administrative aspect of the Community's facilities, the Executive Committee should submit it to the Board of Trustees for approval.
  - l. The Board of Trustees shall take its decisions by direct vote and by simple majority (50% + 1). In the case of equal votes, the side of the President of the Board shall prevail.

### **Section 5: General Rules of the Board of Trustees' Membership**

- a. A member of the Board of Trustees shall not be entitled to combine between the membership of the Board and the membership of the Executive Committee.
- b. A member of the Board shall not be entitled to undertake any individual initiatives on behalf of the Board in any matter relating to the Community unless the Board of Trustees has authorized the member to do so.
- c. The Board of Trustees shall adhere that its public policies, programs, plans and projects should not be aligned with any group, whether political, ethnic, or regional, and shall endeavor to achieve the public interest of the Community and in preserving its properties.

## **Article V: Executive Committee**

### **Section 1.**

The Executive Committee shall consist of no less than seven (7) members and no more than eleven (11). All members of the Executive Committee are to be elected by the attending members of the Community at the end of its term.

### **Section 2: Term of Office, Vacancy, and Removal.**

#### **(a) Term of Office.**

The term of office for the members of the Executive Committee shall be two (2) years starting from the date of its election.

**(b) Vacancy.**

A vacancy on the Executive Committee shall occur on the death, incapacity, resignation, or removal of any member, or otherwise as provided by law. A member of the Executive Committee who ceases to be a member of the Community, ceases to be a member of the Executive Committee. A vacancy may be filled by the Executive Committee. A person selected to fill a vacancy as provided by this provision shall hold office for the remainder of the term for the position filled.

**(c) Removal for Failure to Attend Meetings.**

Any Executive Committee member who misses three consecutive meetings of the Executive Committee may be removed from office by a majority vote of the remaining members.

**Section 3.**

The Executive Committee shall take responsibility for steering the local and regional presence of the Community, in harmony with directives from the end of the term meetings.

**Section 4.**

The Executive Committee, in consultation with the Board of Trustees may employ a staff to carry out its directives and shall set policies and procedures for employment practices, creating such positions as it may deem necessary to further its activities.

**Section 5.**

The Executive Committee shall make its own schedule for its meetings, provided that it shall meet immediately following its election. Notice of meetings shall be provided by the Secretary. Other than the meeting held in conjunction with the End of the Term Meeting. Meetings of the Executive Committee may be conducted by phone, electronic communications, mail, or other means authorized by prior rule of procedure adopted by the Executive Committee, or some combination of such procedures, which procedure allows participation by all members of the Executive Committee in the discussion and decision of the matters under consideration, and which in fact includes such participation of the required quorum.

**Section 6.**

For the first meeting of the elected Executive Committee quorum shall consist of three-fourths of its members. At all other meetings, a quorum shall consist of one-half of its members.

**Article VI: Officers of the Executive Committee**

**Section 1.**

The Chair of the Executive Committee shall serve as the principal spokesperson for the Community; shall call to order and preside over Executive Committee and the general assembly meetings; shall exercise general supervision over the affairs of the Executive Committee; and shall have such other powers and duties as are prescribed by law, by these Bylaws, or by the Board of Trustees.

## **Section 2.**

In the absence or disability of the Chair, the Vice-Chair shall perform all the duties of the Chair, and in so acting shall have all the powers of the Chair. The Vice-Chair shall have such other duties as may be prescribed from time to time by the Executive Committee.

## **Section 3**

The Secretary shall maintain the records of the Community as directed by resolution of the Executive Committee; exhibit at all reasonable times to any member of the Community, on request therefor, public records of the Community; in the absence of both the Chair and Vice Chair from any meeting of the Executive Committee, the Secretary shall call the meeting to order, and preside over selection of a facilitator for the meeting. Minutes shall be taken by the Secretary or by a specific minutes-taker selected for his/her abilities and are to be submitted to the Secretary at the end of the meeting.

## **Section 4.**

The Treasurer shall be the Chief Financial Officer of the Community, and shall perform all duties assigned to the office of Treasurer and such other duties as may be required by law, by these Bylaws, or which may be assigned to him or her from time to time by the Executive Committee or the Board of Trustees.

## **Section 5.**

Officers shall be nominated and elected at the first meeting of the elected Executive Committee.

### **Article VII: Committees and Task Forces**

#### **Section 1.**

The Executive Committee may provide by resolution for the establishment and appointment of such standing or special committees and issue task forces as deemed necessary and appropriate to advance the purposes of the Community. The Executive Committee may provide by resolution for rules pertaining to the conduct its meetings not inconsistent with these Bylaws. All members of the Community shall be eligible for membership upon all committees and issue task forces so established.

### **Article VIII: The General Assembly of Membership**

#### **Section 1.**

A general assembly meeting shall be held at the end of the two-year term. The date and location shall be determined by the Executive Committee. The Secretary shall provide for notice of this meeting to be provided to all members at least three weeks before the Meeting. Attendance of 30 (thirty) members in good standing (including members of the Executive Committee) shall constitute a quorum for the general assembly meeting.

#### **Section 2.**

The General Assembly Meeting shall be open to all members of the Community.

## **Article IX: Membership Decisions between Meetings**

### **Section 1.**

Any decision requiring a vote of the members, when not in Meeting, shall be decided by written ballot as provided for in this article. A quorum for any ballot of the membership shall be thirty-three and a third (33 1/3%) percent of the membership on the date of record set by the Executive Committee for sending out ballots. Each person who is a member in good standing on the date of record shall be eligible to vote and shall have one vote on any issue presented to the membership. Voting by proxy shall not be permitted.

### **Section 2.**

The Executive Committee by resolution shall provide the dates and procedures for conducting elections and tabulating ballots cast. The Executive Committee shall create an Elections Committee to carry out the procedures specified in its resolution.

### **Section 3.**

The Executive Committee may submit issues to a vote of the membership of the Community.

### **Section 4**

Whenever twenty percent (20%) of the members of the Community shall request in writing that a resolution be adopted by the Community, the Executive Committee may adopt the resolution unless the petition specifically requests a vote of the membership or such a vote is required by law or these Bylaws. A 2/3 majority of the Executive Committee is required to approve such a member-initiated resolution if the resolution is not so adopted within two months, the Executive Committee shall certify it to the Election Committee for a vote of the members. The Executive Committee shall by resolution specify the procedure for the initiation and circulation of such petitions, including approval of the wording to assure that it is properly framed.

## **Article X: Association with Other Organizations**

### **Section 1.**

The Community may seek and respond to organizational co-sponsorship of activities and projects aimed at meeting the objectives of the Community stated in the preamble of the Constitution of the Community. Co-sponsorship shall be guided by but not limited to the following criteria:

(a) Organizations devoted to public progress and the promotion and maintenance of the general welfare.

(b) Organizations that support, encourage and actively work to promote social, cultural and economic development not only locally, but also regionally and nationwide.

(c) Organizations willing to share information such as data bases, publications, and mailing lists that enable the Community and such organizations to work in close harmony in promoting social, cultural and economic development.

### **Section 2.**

Formal association with another organization (specially these involving financial matters), shall be expressed through a formal letter of intent negotiated between the Co-sponsor, the Board of Trustees, and the Executive Committee.

## **Article XI: Amendments**

### **Section 1.**

Amendment to this document may be proposed by a resolution adopted by a majority of the Executive Committee or by petition of the members under Article IX, Section 4.

### **Section 2.**

A proposed amendment shall take effect upon adoption by a two-thirds majority of votes cast under Article IX, or by a simple majority vote of the voting members at the meeting.

## **Article XII: Budget and Financial Support**

### **Section 1.**

For generating financial revenue, the Community will depend upon the following: (1) membership dues, (2) donations, (3) rental fees of the Community Center, and (4) fund raising events for its projects and activities.

### **Section 2.**

The recipients of the Community's services are expected to contribute towards meeting the cost of these services if the Community was not able to cover them from its budget.

## **Article XIII: Activities**

(1) Sudanese Culture classes: the purpose of these classes is to provide the Community members, specially the children, with an understanding and appreciation of the Sudanese cultures, languages, Islam, history, geography, etc. Members of the Community will be entrusted with these classes

(2) English Language and Computer Skill training: aimed at equipping the Community members with skills that make them more employable. Members of the Community and other qualified people will conduct these classes.

(3) Music nights: Sudanese music and food are featured.

(4) Picnics: The Community plans regular picnics for its members and their families in the Greater Philadelphia area. The goal of these picnics is to provide the community with an opportunity, to gather and celebrate different Sudanese events.

## **(5) Article XIII: The Community Center**

### **Section 1.**

The community own its own building for the conduct of its activities at 1135-37 S. 58th Street, Philadelphia, PA 19143. The Community Center will be managed by the Executive Committee in coordination with the Board of Trustees.