



Irene Gomez-Bethke Papers.

Copyright Notice:

This material may be protected by copyright law (U.S. Code, Title 17). Researchers are liable for any infringement. For more information, visit www.mnhs.org/copyright.

AMENDMENTS TO BY-LAWS
OF
CENTRO CULTURAL CHICANO

ARTICLE I

MEMBERS

- 1 01 Qualification of Members: The members of the Corporation shall not be restricted regarding: race, sex, religion, or age. The membership shall be determined at the annual membership meeting. There shall be no classification of members except that no less than seventy-five (75) percent of the members shall reside within the area commonly known as the city of Minneapolis, Hennepin County, State of Minnesota. The members as constituted at the date of adoption of these by-laws shall be those persons previously designated or elected as members pursuant to the Articles of Incorporation and by-laws.

ARTICLE II

DIRECTORS

- 2 01 Qualification of Directors: The Board of Directors of the Corporation shall consist of those members of the Corporation who are elected as Directors in the manner set forth in these by-laws. The term of each Director shall be for two (2) years, or until the election of his or her respective successor by the members. The number of Directors shall be no less than three (3) and no more than fifteen (15), and shall be elected at the annual meeting by the general membership.

AMENDMENTS TO BY-LAWS

ARTICLE III

OFFICERS

- 3 01 Qualifications and Numbers: The Officers of the Corporation shall consist of a chairperson, 1st vice chair, ~~2nd vice chair~~, ~~two~~ (2) recorders, and a treasurer. No person shall hold two offices at the same time. The chairpersons, recorders, and treasurer, shall each be at least eighteen (18) years of age, unless otherwise permitted

by law.

No one can be an officer of BOD (Centro Cultural Chicano) without having served on the BOD for a period of one year - (Two new members can be officers)

- 8 01 Qualification of Advisory Committee: This committee shall consist of a majority of people of bilingual-bicultural background, who are elected by the Board of Directors in the manner set forth in these by-laws. The number of this committee shall be not less than three (3) and not more than nine (9), and shall be determined from time to time by the members of the Board of Directors.

- BY LAWS -

CENTRO CULTURAL CHICANO

ARTICLE I

MEMBERS

1 01 Qualification of Members: The members of the Corporation shall be natural persons of bilingual bicultural background without restrictions as to race, sex, religion, or age. The membership shall be determined at the annual membership meeting. There shall be no classification of members except that no less than seventy-five (75) percent of the members shall reside within the area commonly known as the city of Minneapolis, Hennepin County, State of Minnesota. The members as constituted at the date of adoption of these By-laws shall be those natural persons previously designated or elected as members pursuant to the Articles of Incorporation and By-laws.

1 02 Term of Membership: Each member shall be elected for a term of one (1) year, provided that said term shall not extend beyond the date of the last annual meeting of members falling within that term. Membership is open to all, however, membership must be renewed yearly at annual membership meeting usually occurring in April or through application form.

1 03 Election of Members: Each member shall be approved by the vote of the majority of the members whose terms of membership have not expired. When a member is unable to complete his term of committee, whether by reason of death, resignation, removal or otherwise, his committee shall be filled for the unexpired portion of his term by the Board of Directors.

1 04 Removal of Members: Any member can be removed with just cause, by two-thirds (2/3) of the members who are present at any membership meeting duly called for the removal of a member.

1 05 Annual Meeting of Members (Directors and Otherwise): An annual meeting of members will be held in the month of April, at such date, time and place as shall be designated by the Board of Directors. At the Annual meeting, the members shall elect from their numbers, the Board of Directors of the Corporation. The members shall also elect officers and new members in the manner set forth in these amended By-Laws and shall transact such other business as properly comes before them.

- 1 06 Notice of nominees: Not less than ten (10) days prior to the Annual meeting of members, written notice shall be given to all members by the Board of Directors showing the number of vacancies which have occurred in the membership of the Corporation; whether by expiration of term or otherwise. This written notice shall include a list of names of nominees to fill said vacancies or any new membership proposed by the Board of Directors.
- 1 07 Notice: Written notice of any meeting of members shall be sent through Centro's secretary and Board of Directors (until the position of paid correspondent secretary is funded) to the last known address of each member, no less than ten (10) and no more than thirty (30) days in advance of the meeting. Notice may be waived by any member in writing at any time. A member, by his attendance at any meeting, shall be deemed to have waived notice of such meeting.
- 1 08 Special Meeting of Members: Special meeting of the members may be called by chairpersons, by the Board of Directors or by one-fourth (1/4) of the members notifying all members, and shall be held at such date, time and place as may be designated in the notice of such meeting. Mailing shall be handled by responsible parties calling meetings.

1 09 Quorum: A quorum of members shall consist of one-third (1/3) of the total number of members whose terms of membership have not expired.

1 10 Voting: Any action taken by the members shall be a majority vote of the members present, unless otherwise specified in these By-Laws. Neither cumulative voting nor voting by proxy shall be permitted by any member. Each member shall hold one (1) vote.

1 11 Grievance Procedure: Grievance procedure is a method established by Centro Cultural Chicano to settle grievances on the part of any member or group of members of the corporation.

- a. The most effective way of preventing and adjusting grievances is through discussion between the member(s) and the Board of Directors. The Board of Directors shall give prompt and fair attention to any such grievance presented.
- b. If the aggrieved person is not fully satisfied with a decision reached at this level, the matter shall be presented in writing to the Advisory Committee.
- c. If suitable adjustment cannot be reached through consultation with the Advisory Committee, the aggrieved may request in writing and be granted a review and hearing by the general membership.

Grievance Procedure cont'd: A written record shall be kept of action taken at each level of grievance procedure, to be filed with Executive Office. No more than seven (7) calendar days shall elapse from the date of receipt of the grievance before action is taken on each level of procedure.

- 1 12 Membership Recruiter: Shall be the person responsible for the solicitation of prospective individuals to strengthen the rolls of Centro Cultural Chicano. This person shall be responsible for publicizing Centro Cultural Chicano when in the act of promoting awareness of Centro Cultural Chicano to the general public. This office shall have no specific decision making powers other than to suggest possible individuals to be considered for membership to Centro Cultural Chicano at each annual meeting.

Term of Service: Membership recruiter shall be an elected position (office) and shall be open to any member who so desires at each annual meeting. Membership recruiter shall be elected for a term of one (1) year, provided that said term shall not extend beyond the date of the last annual meeting of the general assembly falling within that term.

ARTICLE II

DIRECTORS

- 2 01 Qualification of Directors: The Board of Directors of the Corporation shall consist of those members of the Corporation who are elected as Directors in the manner set forth in these By-Laws. The term of each Director shall be for one (1) year, or until the election of his or her respective successor by the members. The number of Directors shall be no less than three (3) and no more than nine (9), and shall be elected at the annual meeting by the general membership.
- 2 02 General Functions: The property, affairs and business of the Corporation shall be managed by the Board of Directors.
- 2 03 Regular Meetings: Regular meetings of the Board of Directors shall be held and at such date, time and place as may be designated by resolution of the Board of Directors on notice being duly given.
- 2 04 Special Meetings: Special meetings of the Board of Directors may be called by the Chairpersons, or by one-fourth (1/4) of the Directors and shall be held at such date, time and place as may be designated in the notice of such meeting.

2 05 Notice: Written notice of each Annual, Regular and Special meeting of the Board of Directors shall be sent by the secretary of Centro Cultural Chicano (until funded correspondent is available) to the last known address of each Director, no less than five (5) and no more than twenty (20) days in advance of the meeting. However, when time is of essence, written notice of Special Meetings may be sent to each Director no less than twenty-four (24) hours in advance, so long as good faith attempt has been made to verbally notify each Director. Notice may be waived in writing by any Director at any time. A Director, by his attendance at any meeting of the Board of Directors, shall be deemed to have waived notice of such meeting.

2 06 Quorum: A quorum of Directors shall consist of two-thirds (2/3) of the total number of Directors whose terms of Directorship have not expired.

2 07 Voting: Any action taken by the Directors shall be by a majority vote of the Directors present, unless otherwise specified in these By-Laws. Neither cumulative voting nor voting by proxy shall be permitted by any Director. Each Director shall hold one (1) vote.

- 2 08 Removal of Directors: Any Director may be removed, with just cause, by the vote of two-thirds (2/3) of the members who are present at any membership meeting duly noted for the removal of a Director. The Directorship of any person who is absent for three (3) consecutive meetings of the Directors or more than five (5) meetings of the Directors in any one (1) calendar year shall terminate, unless the Board of Directors determines otherwise.
- 2 09 Vacancies: Any vacancy in the Board of Directors may be filled by the remaining Directors until the next annual membership meeting.
- 2 10 Executive Committee: The Board of Directors may establish an Executive Committee consisting of the Officers of the Corporation, together with such other Directors as are designated. Such Committee may meet at stated times on notice to its members given by any of its own member. During the interval between meetings of the Board of Directors such Committee shall generally perform such duties and exercise such powers as may be directed or delegated by the Directors, provided that the Directors shall not delegate authority to approve the Annual Budget, to designate principal members of the staff, to amend the By-Laws, to fill vacancies on the Board of Directors, or to fill vacancies in the membership. A quorum for transaction of business by the Committee shall consist of a majority of the Committee.

2 11 Other Committee: The Board of Directors may establish such other committee(s) as it may deem necessary to assist in the management of the affairs of the Corporation, and may permit any members of the Corporation to participate on said committee (s).

2 12 Grievance Procedure: Grievance procedure is a method established by Centro Cultural Chicano to settle grievances on the part of any member or group of members of the corporation.

- a. The most effective way of preventing and adjusting grievances is through discussion between the member (s) and the Board of Directors. The Board of Directors shall give prompt and fair attention to any such grievance presented.
- b. If the aggrieved person is not fully satisfied with a decision reached at this level, the matter shall be presented in writing to the Advisory Committee.
- c. If suitable adjustment cannot be reached through consultation with the Advisory Committee, the aggrieved may request in writing and be granted a review and hearing by the general membership.

A written record shall be kept of action taken at each level of grievance procedure, to be filed with Executive Office. No more than seven (7) calendar days shall elapse from the date of receipt of the grievance before action is taken on each level of procedure.

ARTICLE III

OFFICERS

- 3 01 Qualifications and Number: The Officers of the Corporation shall consist of three (3) Chairpersons, the Recorder, and the Treasurer. No person shall hold two offices at the same time. The Chairpersons, Recorder and Treasurer shall each be at least eighteen (18) years of age, unless otherwise permitted by law.
- 3 02 Election and Term of Office: At each Annual meeting of the Directors, the Board shall elect from within its numbers three (3) Chairpersons, the Recorder and Treasurer. Each Officer shall serve a term of office of one (1) year. All officers shall continue to hold office until the election and qualification of their successors.
- 3 03 Removal and Vacancies: No Officer shall continue to hold office beyond the termination of his or her membership or Directorship. Any Officer can be removed from his office, with just cause, by the vote of two-thirds (2/3) of the Directors who are present at any Directors meeting, duly noted for the removal of an Officer. No Officer shall be granted any contractual right to office. If there is a vacancy among the Officers by reason of death, resignation, removal or otherwise, such vacancy shall be filled for the unexpired term of office by the Board of Directors.
- 3 04 Chairpersons: The Chairpersons shall be the Chief Executive Officers and shall in general supervise the property, affairs and business of the Corporation.

Chairpersons cont'd: They shall see that all orders and resolutions of the Directors are carried into effect. They shall preside at all meetings of members and Directors. They shall be as members ex officio of all committees. They shall exercise and deliver in the name of the Corporation any deeds, mortgages, bonds, contract, or other instruments pertaining to the business of the Corporation which the Directors have authorized. In general, they will act as a liaison between the Executive Director and the Board of Directors. They shall have such other duties as may from time to time be prescribed by the Board of Directors.

3 05 Recorder: Two (2) Recorders shall be Recorders of the meetings one (1) from the membership, and one (1) from the Board of Directors, and shall record all proceedings of such meetings in the Minute Book of the Corporation. They shall give proper notice of meetings of members and Directors. They shall perform such other duties as may from time to time be prescribed by the Board of Directors or by the Chairpersons.

3 06 Treasurer: The Treasurer shall keep accurate accounts of all monies of the Corporation received or disbursed, and shall render to the Chairpersons and to the Board of Directors, upon request, an account of the financial condition of the Corporation. The Treasurer shall perform such other duties as may from time to time be prescribed by the Directors or by the Chairpersons.

Treasurer cont'd He or she shall be responsible for supervising the receipt, deposit, and disbursements of the fund of the Corporation in accordance with the policies established by the Board of Directors.

3 07 Grievance Procedure: Grievance procedure is a method established by Centro Cultural Chicano to settle grievances on the part of any member or group of members of the corporation.

- a. The most effective way of preventing and adjusting grievances is through discussion between the member (s) and the Board of Directors. The Board of Directors shall give prompt and fair attention to any such grievance presented.
- b. If the aggrieved person is not fully satisfied with a decision reached at this level, the matter shall be presented in writing to the Advisory Committee.
- c. If suitable adjustment cannot be reached through consultation with the Advisory Committee, the aggrieved may request in writing and be granted a review and hearing by the general membership.

A written record shall be kept of action taken at each level of grievance procedure, to be filed with the Executive Office. No more than seven (7) calendar days shall elapse from the date of receipt of the grievance before action is taken on each level of procedure.

ARTICLE IV

SEAL, BOOKS, AND RECORDS, AUDIT, FISCAL YEAR

4 01 Seal: The Corporation shall have a seal.

4 02 Books and Records: The Directors of the Corporation shall cause to be kept complete and accurate books of account. The Directors shall also cause to be kept complete and accurate minutes of all proceedings of the members, the Directors and the committees having any of the authority of the Board of Directors.

4 03 Audit: The Directors shall cause the records and books of account of the Corporation to be audited at least once in each year, and at such other times as it may deem necessary or appropriate in managing the affairs of the Corporation .

4 04 Annual Accounting Period: The annual accounting period of the Corporation shall be the calendar year.

4 05 Examination by Members or Directors: Any member or Director, may inspect all books and records of the Corporation for proper purpose by appointment only. Persons who are not members or Directors of the Corporation shall not be entitled to inspect the books and records of the Corporation, except as expressly authorized by the Directors or by law.

- 4 06 Financial Information to Members and Directors: Upon request by a member or Director of the Corporation, the Corporation shall furnish to him or her a statement showing the financial results of all operations and transactions affecting income and expenses during the Corporation's last accounting period, together with the most recent balance sheet containing a summary of the Corporation's assets and liabilities.

ARTICLE V

INDEMNIFICATION

- 5 01 Each present or future Director or Officer, whether or not in office and the Executor, Administrator or other legal representative of any such Director or Officer, shall be indemnified by the Corporation as set forth in the Articles of Incorporation of the Corporation.

ARTICLE VI

AMENDMENTS TO BY LAWS

- 6 01 The By-Laws of the Corporation may be amended by the Directors by two-thirds (2/3) vote of the Directors present at any Directors meeting, duly noticed for the purpose of amending the By-Laws.

"CENTRO CULTURAL CHICANO" 15

AMENDMENTS TO BY-LAWS

8 01 Qualification of Advisory Committee:

This committee shall consist of those members as constituted at the date of adoption and general membership of the Incorporators of Centro Cultural Chicano. Being natural persons of bilingual bicultural background, who are elected by the Board of Directors in the manner set forth in these By-Laws.

The number of this committee shall be not less than three (3) and no more than nine (9), and shall be determined from time to time by the members of the Board of Directors.

8 02 Term of Membership:

Duration of this Committee shall be perpetual,

8 03 General Powers:

The purpose of this committee is to advise the Board of Directors on matters of the property, affairs and other business that comes before the Corporation. This Committee shall generally perform such duties and exercise such powers as may be delegated by the Directors from time to time. A quorum for transaction of business by the Advisory Committee shall consist of a majority of the Committee present.

At a meeting duly notice for the purpose of amending the By-Laws. A motion was made and seconded to adapt this amendment, vote was taken and vote was being accounted for; it was passed.

It shall be recorded in the Corporate Minute Book and the amended law will be included and added to the By-Laws. Clarifications were made and lines of argumentative inquiry heard.

I declare, to the best of my knowledge and belief, that the above statement is true, correct, and complete as set forth in the manner of Centro Cultural Chicano's By-Laws.

Ricardo Nevilles, Executive Director
April 15, 1977

AMENDMENTS TO BY - LAWS

9 01 QUALIFICATION OF PROJECT DIRECTOR:

The Project Director of the Corporation must agree with the philosophy and the goals of CCC: must have experience with business industry: Must have experience with the Minneapolis Chicano community: must be familiar with appropriate local state and federal agencies: administrative experience, including proposal writing.

9 02 GENERAL POWERS

The Project Director shall be responsible to the Executive Director. Under the supervision of the Executive Director: The Project Director shall provide staff service to the Board of Directors and the Executive Director. Supervise paid and volunteer staff with then paticular programs. Maintain communication with other social service agencies; consult with community people and agencies about the problems of the Minneapolis Chicano community. Project Director shall then make recommendations to the Executive Director. The Executive Director will assist the Project Director in the management of the affairs of the program.

I declare, to the best of my knowledge and belief, the above statement is true, correct, and complete, as set forth in the manner of Centro Cultural Chicano's By-Laws.

AMENDMENTS TO BY-LAWS

ARTICLE III

OFFICERS

- 3 01 QUALIFICATIONS AND NUMBERS: The officers of the Corporation shall consist of a Chairperson, 1st Vice Chair, 2nd Vice Chair, one (1) Recorder, and one (1) Treasurer. No person shall hold two (2) offices at the same time. The Chairperson, Recorder, and Treasurer, shall each be at least eighteen (18) years of age, unless otherwise permitted by law. No one can be Chairperson, or 1st Vice Chair of the Board of Centro Cultural Chicano without having served on the Board of Directors for a period of one (1) year.

AMENDMENTS TO BY-LAWS

- 8 01 QUALIFICATION OF ADVISORY COMMITTEE: This committee shall consist of a majority of people of bilingual-bicultural background, who are elected by the Board of Directors in the manner set forth in these by-laws. The number of this committee shall be not less than three (3) and not more than nine (9), and shall be determined from time to time by the members of the Board of Directors.

-BY LAWS-
CENTRO CULTURAL CHICANO

ARTICLE I
Members

1 01 Qualification of Members: The members of the Corporation shall be natural persons of bilingual bicultural background without restrictions as to race, sex, religion or age. The number of members shall be no less than twenty-five (25) and no more than one hundred (100). There shall be no classification of members except that no less than seventy-five (75) percent of the members shall reside within the area commonly known as the city of Minneapolis, State of Minnesota. The number of members shall be determined from time to time by members at any membership meeting. The members as constituted at the date of adoption of these by laws shall be those natural persons previously designated or elected as members pursuant to the Articles of Incorporation and by laws.

1 02 Term of Membership: Each member shall be elected for a term of one (1) year, provided that said term shall not extend beyond the date of the last annual meeting of members falling within that term. No person shall serve as a member beyond five (5) consecutive terms of membership, provided that after a period of non-membership of at least one (1) year, a person shall again be eligible for membership.

- 1 03 Election of Members: Each member shall be elected by the vote of the majority of the members whose terms of membership have not expired. When a member is unable to complete his term of membership, whether by reason of death, resignation, removal or otherwise, his membership shall be filled for the unexpired portion of his term by the Board of Directors, subject to ratification by the members at the next membership meeting.
- 1 04 Removal of Members: Any member can be removed with or without cause, by two thirds (2/3) of the members who are present at any membership meeting duly noticed for the removal of a member.
- 1 05 Annual Meeting of Members (Directors and Otherwise): An annual meeting of members will be held in the month of April, at such date, time and place as shall be designated by the Board of Directors. At the Annual meeting, the members shall elect from their numbers the Board of Directors of the Corporation. The members shall also elect officers and new members in the manner set forth in these amended By Laws and shall transact such other business as properly comes before them.
- 1 06 Notice of Nominees: Not less than ten (10) days prior to the Annual meeting of members, written notice shall be given to all members by the Board of Directors showing the number of vacancies which have occurred in the membership of the Corporation; whether by expiration of term or otherwise. This written notice shall include a list of names of nominees to fill said vacancies or any new membership proposed by the Board of Directors.

- 1 07 Special Meeting of Members: Special meetings of the members may be called by chairpersons, by the Board of Directors or by one-fourth ($1/4$) of the members and shall be held at such date, time and place as may be designated in the notice of such meeting.
- 1 08 Notice: Written notice of any meeting of members shall be sent by the Recorder of the Corporation to the last known address of each member, no less than ten (10) and no more than thirty (30) days in advance of the meeting. Notice may be waived by any member in writing at any time. A member, by his attendance at any meeting, shall be deemed to have waived notice of such meeting.
- 1 09 Quorum: A quorum of members shall consist of one-third ($1/3$) of the total number of members whose terms of membership have not expired.
- 1 10 Voting: Any action taken by the members shall be a majority vote of the members present, unless otherwise specified in these By Laws. Neither cumulative voting nor voting by proxy shall be permitted by any member. Each member shall hold one (1) vote.

ARTICLE II

Directors

- 2 01 Qualification of Directors: The Board of Directors of the Corporation shall consist of those members of the Corporation who are elected as Directors in the manner set forth in these By

Laws. The term of each Director shall be for one (1) year, or until the election of his or her respective successor by the members. The number of Directors shall be no less than three (3) and no more than fifteen (15), and shall be determined from time to time by the members.

- 2 02 General Powers: The property, affairs and business of the Corporation shall be managed by the Board of Directors.
- 2 03 Regular Meetings: Regular meetings of the Board of Directors shall be held and at such date, time and place as may be designated by resolution of the Board of Directors on notice being duly given.
- 2 04 Special Meetings: Special meetings of the Board of Directors may be called by the Chairpersons, or by one-fourth ($1/4$) of the Directors and shall be held at such date, time and place as may be designated in the notice of such meeting.
- 2 05 Notice: Written notice of each Annual, Regular and Special meeting of the Board of Directors shall be sent by the Recorder of the Corporation to the last known address of each Director, no less than five (5) and no more than twenty (20) days in advance of the meeting. However, when time is of essence, written notice of Special Meetings may be sent to each Director no less than twenty-four (24) hours in advance, so long as good faith attempt has been made to verbally notify each Director. Notice may be waived in

writing by any Director at any time. A Director, by his attendance at any meeting of the Board of Directors, shall be deemed to have waived notice of such meeting.

- 2 06 Quorum: A quorum of Directors shall consist of one-third ($1/3$) of the total number of Directors whose terms of Directorship have not expired.
- 2 07 Voting: Any action taken by the Directors shall be by a majority vote of the Directors present, unless otherwise specified in these By Laws. Neither cumulative voting nor voting by proxy shall be permitted by any Director. Each Director shall hold one (1) vote.
- 2 08 Removal of Directors: Any Director may be removed, with or without cause, by the vote of two-thirds ($2/3$) of the Directors who are present at any Directors meeting duly noticed for the removal of a Director. The Directorship of any person who is absent for three (3) consecutive meetings of the Directors or more than five (5) meetings of the Directors in any one calendar year shall terminate, unless the Board of Directors determines otherwise.
- 2 09 Vacancies: Any vacancy in the Board of Directors may be filled by the remaining Directors until the next annual membership meeting.
- 2 10 Executive Committee: The Board of Directors may establish an Executive Committee consisting of the Officers of the Corporation, together with such other Directors as are designated. Such Committee may meet at stated times on notice to its members given by any of

its own number. During the interval between meetings of the Board of Directors such Committee shall generally perform such duties and exercise such powers as may be directed or delegated by the Directors from time to time, provided that the Directors shall not delegate authority to approve the Annual Budget, to designate principal members of the staff, to amend the By Laws, to fill vacancies on the Board of Directors, or to fill vacancies in the membership. A quorum for transaction of business by the Committee shall consist of a majority of the Committee.

- 2 11 Other Committee: The Board of Directors may establish such other committee (s) from time to time as it may deem necessary to assist in the management of the affairs of the Corporation, and may permit any members of the Corporation to participate on said committee (s).

ARTICLE III

Officers

- 3 01 Qualifications and Number: The Officers of the Corporation shall consist of three (3) Chairpersons, the Recorder, and the Treasurer. No person shall hold two offices at the same time. The Chairpersons, Recorder and Treasurer shall each be at least eighteen (18) years of age, unless otherwise permitted by law.
- 3 02 Election and Term of Office: At each Annual meeting of the Directors, the Board shall elect from within its number three Chairpersons, the Recorder and Treasurer. Each Officer shall serve a term of office of one (1) year. All officers shall continue to hold office until the election and qualification of their successors.

- 3 03 Removal and Vacancies: No Officer shall continue to hold office beyond the termination of his or her membership or Directorship. Any Officer can be removed from his office, with or without cause, by the vote of two-thirds (2/3) of the Directors who are present at any Directors meeting, duly noticed for the removal of an Officer. No Officer shall be granted any contractual right to office. If there is a vacancy among the Officers by reason of death, resignation, removal or otherwise, such vacancy shall be filled for the unexpired term of office by the Board of Directors.
- 3 04 Chairpersons: The Chairpersons shall be the Chief Executive Officers and shall in general supervise the property, affairs and business of the Corporation. They shall see that all orders and resolutions of the Directors are carried into effect. They shall preside at all meetings of members and Directors. They shall be as members ex officio of all committees. They shall exercise and deliver in the name of the Corporation any deeds, mortgages, bonds, contracts or other instruments pertaining to the business of the Corporation which the Directors have authorized. In general, they shall perform all duties usually incident to the office of the Chairmanship. They shall have such other duties as may from time to time be prescribed by the Board of Directors.
- 3 05 Recorder: The Recorder shall be Recorder of the meetings of members and the Directors, and shall record all proceedings of such meetings in the Minute Book of the Corporation. He or She shall give proper

notice of meetings of members and Directors. He or She shall perform such other duties as may from time to time be prescribed by the Board of Directors or by the Chairpersons.

- 3 06 Treasurer: The Treasurer shall cause to be kept accurate accounts of all monies of the Corporation received or disbursed, and shall render to the Chairpersons and to the Board of Directors, upon request, an account of the financial condition of the Corporation. The Treasurer shall perform such other duties as may from time to time be prescribed by the Directors or by the Chairpersons. He or She shall be responsible for supervising the receipt, deposit and disbursements of the fund of the Corporation in accordance with the policies established by the Board of Directors.

ARTICLE IV

Seal, Books, and Records, Audit, Fiscal Year

- 4 01 Seal: The Corporation shall have a seal.
- 4 02 Books and Records: The Directors of the Corporation shall cause to be kept complete and accurate books of account. The Directors shall also cause to be kept complete and accurate minutes of all proceedings of the members, the Directors and the committees having any of the authority of the Board of Directors.
- 4 03 Audit: The Directors shall cause the records and books of account of the Corporation to be audited at least once in each year, and at such other times as it may deem necessary or appropriate in managing the affairs of the Corporation.

- 4 04 Annual Accounting Period: The annual accounting period of the Corporation shall be the calendar year.
- 4 05 Examination by Members or Directors: Any member or Director, his or her agent or attorney, may inspect all books and records of the Corporation for proper purpose at any reasonable time. Persons who are not members or Directors of the Corporation shall not be entitled to inspect the books and records of the Corporation, except as expressly authorized by the Directors or by law.
- 4 06 Financial Information to Members and Directors: Upon request by a member or Director of the Corporation, the Corporation shall furnish to him or her a statement showing the financial results of all operations and transactions affecting income and expenses during the Corporation's last accounting period, together with the most recent balance sheet containing a summary of the Corporation's assets and liabilities.

ARTICLE V Indemnification

- 5 01 Each present or future Director or Officer, whether or not in office, and the Executor, Administrator or other legal representative of any such Director or Officer, shall be indemnified by the Corporation as set forth in the Articles of Incorporation of the Corporation.

ARTICLE VI Amendments to By Laws

- 6 01 The By Laws of the Corporation may be amended by the Directors by two-thirds (2/3) vote of the Directors present at any Directors' meeting, duly noticed for the purpose of amending the By Laws.

ARTICLE VII

These By Laws were adapted by Resolution of the Membership of
Centro Cultural Chicano at a meeting of Membership on April 13, 1974.

BY: *Manuel F. Rodriguez*
Recorder

ATTEST: *Reynaldo A. Medina*
Chairperson

ATTEST: *Manuel F. Rodriguez*
Chairperson

ATTEST: *Manuel F. Rodriguez*
Chairperson

Subscribed & sworn before me 13 April 74

Joseph Valentineti

