



Agreements of the Georgia Asian Pacific Islander Community Coalition

The Georgia Asian Pacific Islander Community Coalition was founded in 2005 by a group of community leaders interested in combining the assets and resources of the Asian American community in Georgia. The coalition was spearheaded by the Center for Pan Asian Community Services, which currently serves as the lead agency for the coalition. In 2007, CPACS applied for funding in partnership with GAAPICC. The duration of the grant is until December 2011. This document serves as the shared agreements of the coalition and the lead agency.

PART I COALITION

1. The name of the coalition shall be the Georgia Asian Pacific Islander Community Coalition (hereinafter referred to as "GAAPICC").

PART II PURPOSES

The following are the purposes for which this coalition has been organized: GAAPICC is organized with the vision of "Together in America: A Partnership of Hope & Prosperity." The mission is to promote unity and improve the well being of all Asian and Pacific Islanders in Georgia through advocacy, education and community programs. GAAPICC will serve as an open forum for dialogue regarding issues that affect Asian Americans in Georgia.

PART III MEMBERSHIP

Annual Membership in this coalition shall be open to any individual or community group that subscribes to the purpose of the Coalition as defined in Part II. GAAPICC shall have two types of members: organization representative members and individual members.

3.1 Annual Membership Eligibility Requirements

Organizations and individuals that have fulfilled the following requirements will be eligible for Annual Membership in the Coalition and will define them as active members.

- a. Submitted a completed Coalition Membership Registration Form.
- b. Individuals are required to pay the Annual Membership fee of \$20 or provide 20 hours of volunteer service.
- c. Organizations are required to pay the Annual Membership fee of \$40.
- d. Attend at least five out of six general body meetings per year.
- e. The Calendar Year for Membership begins on January, 1st through December, 31st of any given year.

3.2 Membership Rights and Responsibilities

All members shall act in accordance with all published policies and guidelines of the Coalition, which shall include but not be limited to the following:

- a. Members commit to work to further the mission of the Coalition and agree to participate actively in the Coalition's efforts at program coordination and collaboration.
- b. Organizational and individual members are requested to attend scheduled meetings for the full membership as often as possible.
- c. In case a matter comes before a meeting of the full membership of the Coalition for voting, each member in good standing is granted voting rights. Organizations are granted two votes, individuals who are not representing an organization are granted one vote.
- d. Coalition members' names will be advertised in shared programs and activities.

3.3 Termination of Membership

Membership in the Coalition shall be terminated by:

- a. Request of the member; or
- b. Determination that mail is not reaching the member at the listed address, when the new address cannot be located with reasonable due diligence; or
- c. Failure to pay coalition dues; or
- d. The Steering Committee, for due cause, as described below:
 1. Any member deemed by the Steering Committee to be acting in a way that jeopardizes the mission of the Coalition may have its membership revoked by The Steering Committee.
 2. Membership revocation decisions by the Steering Committee may be appealed through an ad hoc committee that is made up of three steering committee members and two members from the general membership.

PART IV GENERAL BODY MEETINGS

General Body Meetings are to be held every other month in an open forum to discuss any issues pertaining to the Coalition.

PART V COALITION LEADERSHIP: THE STEERING COMMITTEE

Section 1: Steering Committee Membership

The Coalition shall consist of organizational representative members and/or individual members.

Section 2: Steering Committee

The Steering Committee is the governing body responsible for the overall governance and daily operation of the Coalition. The Steering Committee shall be composed of any member of the coalition. The Steering Committee shall meet every other month with the power to call additional meetings if necessary.

Steering Committee Composition:

The Steering Committee will be comprised up to six elected seats, which shall be held by either organizational or individual members and one permanent charter member seat. (Total of up to seven seats). As the founding and charter member, The Center for Pan-Asian Community Services, Inc. ("CPACS, Inc.) will have a permanent seat in the Steering Committee. Therefore, the steering committee shall be composed of six elected seats and one permanent charter seat. At all times, the majority of membership in the Steering Committee shall be comprised of members from organizational representatives, in other words at least four of the seats including the permanent charter seat will be seated by organizations, leaving up three seats available for individuals.

Powers and Duties of The Steering Committee:

The Steering Committee acts as an agent of the Coalition and is entrusted with providing oversight and advice to the lead agency and the coalition staff. No member or subcommittee shall take any action on behalf of the Coalition unless specifically delegated to do so by the Steering Committee, acting on behalf of the full membership. All decisions by the Steering Committee shall be made by majority vote of members present at the Steering Committee Meeting. Here are some of the powers and duties listed below:

- a. The Steering Committee shall be responsible for the overall governance and daily operation of the Coalition.

b. The Steering Committee shall be responsible for providing oversight and guidance for the lead agency and coalition staff members in securing funding to ensure the continued viability of the Coalition. The Steering Committee is empowered to establish additional positions on the Steering Committee based on needs for specific skills and abilities.

e. The Steering Committee shall approve all policy decisions.

f. The Steering Committee shall manage the process for coalition decision-making.

g. The Steering Committee shall act upon the feedback from the Coalition members and Asian American communities.

h. The Steering Committee shall follow up on issues and/or concerns raised by the Coalition.

i. The Steering Committee is empowered to act on behalf of the Coalition on all other matters not listed above requiring prompt action between meetings of the Full Coalition, provided that it consults with the members of the Coalition to the extent possible.

2.1 Eligibility: Steering committee members must be nominated by the General Body and then elected into their position by receiving the majority vote from Steering Committee Members present at the meeting.

2.2 Term: Steering committee members will complete a full term of 2 years. There is no limit on the number of terms served.

2.3 Time of Election: The members of Steering Committee shall be elected in staggered terms, with 2 positions to open up in even numbered years and 2 positions to open up in odd numbered years, in effect on January 2009.

2.4 In the event of a Vacancy: The General Body shall nominate an individual from an active member of the Coalition and then elected into their position by receiving the majority vote from Steering Committee Members present at the meeting.

Section 3: Subcommittees/Working Groups

Subcommittees may be appointed specializing in specific concerns or subject matters. GAAPICC shall establish these subcommittees on either a permanent or temporary basis.

3.1 Function: Subcommittees serve as advisory bodies to the Steering Committee of the Coalition and, by extension, to the full membership. The purpose of all committees shall be to support the overall mission of GAAPICC through specific goals and activities geared toward that mission. Subcommittees are composed of individual

members, representatives of organizational members and others interested in and able to organize around the work of the Coalition.

3.2 Powers and Duties of the Subcommittee:

Each subcommittee shall have a specific focus on how to meet the overall mission of the Coalition, and shall work together, thereby integrating resources as needed to resolve identified issues, problems and concerns. Each subcommittee shall identify a Chair and a Recorder; develop a statement of purpose, and scope of work.

PART VI GENERAL AND SPECIAL MEETINGS

General Body meetings are to be held every other month. The Steering Committee may call for special meetings of this Coalition when he/she deems it for the best interest of the coalition.

PART VII FUNDING

The responsible party as defined by each individual grant will be responsible for administering or allocating Grant funds.

PART IX ADMENDMENTS

These Bylaws may be altered or amended at meetings of the Coalition by a two-thirds vote of those voting members present, provided that a copy of the proposed amendment has been sent to each member at least ten working (10) days before the meeting.