

**THE LEGEMAH FAMILY
CONSTITUTION USA AND
CANADA.**

**THE RULES, REGULATIONS, BY-
LAWS, AND GUIDELINES.**

THE CONSTITUTION, RULES, REGULATIONS, AND BY-LAWS
OF THE LEGEMAH FAMILY ASSOCIATION OF BENIN KINGDOM
USA-CANADA BRANCH

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ARTICLE 1

**FAMILY NAME: THE LEGEMAH FAMILY
OF BENIN KINGDOM**

**ADDRESS: P. O. BOX 1172, GRAYSON GA
30017**

PHONE:770-310-5697

ARTICLE 2

Aims and objectives

- a. To promote the welfare of the family and to create awareness among all named members who are sons and daughters of LEGEMAH here in the Americas, in our home land, and worldwide.
- b. To promote and inculcate the understanding of the Americas among all named sons and daughters who are members of the LEGEMAH Family.
- c. To solicit and obtain general support from known reputable friends and organizations in order to facilitate planned and unplanned family projects and activities.
- d. To promote the Edo culture in the Americas.
- e. To create a strong understanding of the LEGEMAH ancestral tree and to establish a connected network of all named sons and daughters of the LEGEMAH Family.

ARTICLE 3

MEMBERSHIP

a. Membership guideline and eligibility

- i. Membership of the association shall be open to all descendants of the LEGEMAH Family.
- ii. Membership shall not be restricted to any named son or daughter of the LEGEMAH family regardless of prior history or background.
- iii. Descendants shall include sons, daughters, spouses, adopted sons and daughters.

b. Tardiness

It is the responsibility of every member to call in on time to scheduled conference meetings. Any member who calls in late to a scheduled conference meeting or

shows up late to other meetings scheduled by the association shall be excused based on unforeseen delays clearly stated by him or her.

A member shall be fined for lateness under the following circumstances.

- i. Habitual lateness: Four consecutive late appearances or calls to meetings shall be considered as habitual. A fine of \$10.00 will be paid to the association if found under such behavior.
- ii. Lateness with excuse: A member who calls in late or appears late for a meeting with a reasonable excuse (work demands, family demands) shall not be fined. However if this is seen to be a recurrent behavior, the pattern shall be reviewed by the executives for frequency of lateness.
- iii. Lateness without excuse: Four consecutive late calls or appearances to scheduled meetings without credible excuse accepted by the association are subject to \$10.00 fine.

c. Absenteeism

It is the responsibility of every member to call into scheduled conference meetings. Any member who is absent from a scheduled teleconference meeting or is absent from other meetings scheduled by the association shall be excused based on credible contingencies which shall be clearly stated by him or her.

It is the responsibility of every member to notify the executives of his or her expected absence from all meetings.

A member shall be fined for being absent under the following circumstances.

- i. Habitual absenteeism: Four consecutive absences to meetings shall be considered to be habitual. A fine of \$15.00 will be paid to the association if a member is found to exhibit such pattern.
- ii. Absence with excuse: A member who is absent from a meeting with a reasonable excuse (work demands, family demands) shall not be fined. However if this is seen to be a recurrent behavior or pattern, the pattern shall be reviewed by the executives for frequency of absence.

iii. Absence without excuse: Four consecutive absences to scheduled meetings without credible excuse accepted by the association are subject to \$10.00 fine.

d. Membership categories

- i. Resident member: A member who permanently resides in the USA or Canada.
- ii. Distant member: A member who resides outside of the USA or Canada.
- iii. Student member: A student who resides in the USA or Canada

ARTICLE 4

Member Benefits

a. New member arrival USA/Canada

The family shall monitor the arrival of all new members into the United States and Canada. The family shall play a supportive role in the settlement of the new member and assist will necessary information needed for a successful transition into the new community.

b. Employment

All members shall do all to assist other members to obtain gainful employment to the best of their ability. Members shall inform the secretary of availability of prospective jobs and shall assist to the best of their capacity in providing relevant resources and information relating to such available jobs.

c. Marriage

All Members getting married shall receive a gift of \$50.00 each from all members. The financial secretary shall collect \$50.00 from all members and the total amount collected shall be presented to the couple getting married on their wedding day by the executive members.

d. New born

All members with a new born shall receive a gift of \$25.00 each from all members.

e. Death of a member

In the case of the death of a member the family shall be responsible for coordinating all activities relating to the successful burial of the deceased.

The total amount which will be used for the successful transportation, preparation, and burial of the deceased as decided by the family shall be levied equally among all members.

However, in a situation where by the children or the spouse of the deceased insist on contributing financially to all expenses relating to the transportation, preparation, and burial of the deceased, it shall be determined by the executives to what capacity the spouse and children shall contribute.

f. Death of parent, guardian, and spouse of a member

Each member shall contribute a total of \$50.00 towards all expenses relating to the death of the parent, guardian, and spouse of any member.

The total amount collected shall be presented to the bereaved no later than 2 weeks prior to the day of the burial of the deceased.

The association shall not in any way, manner, or form, be responsible for how the monies collected is spent.

ARTICLE 5

Membership Forfeiture/withdrawal

- a. A member shall reserve the right to withdraw/forfeit his or her membership at any time. However, forfeiture or withdrawal shall not affect any members' right to be called a son or daughter of LEGEMAH nor does it restrict any member from attending social functions organized by any member of the LEGEMAH family.
- b. There will be no fine or penalty owed to the association on withdrawal of any member however, if a member decides to return to the association after

withdrawal a fine of \$100.00 shall be paid to the association in addition to all dues owed or accrued from the time of forfeiture.

- c. Membership re-instatement shall be subject to review and approval by the executive members.

Membership suspension, dismissal, and reinstatement

a. Suspension

A member shall be suspended if found to be guilty of the following offences

- i. Habitual absenteeism.
- ii. Habitual misconduct and gross disrespect for the elderly.
- iii. Habitual misconduct and gross disrespect for the Family and association (using the family name for unscrupulous acts, misrepresentation of the family and engaging in known crimes in the name of the family, deliberate misuse and misappropriation of Family funds, and or stealing of family funds)
- iv. Terms and tenure of suspension shall be determined at the discretion and after case review by the executive council.

b. Dismissal

A member shall be dismissed if found to be guilty of the following offences

- i. Four consecutive suspensions
- ii. Habitual and gross misconduct relating to theft, misrepresentation of the association, abuse family privileges, continuous gross unrestrained disrespect for the elderly to be assessed and determined in the general meeting.

ARTICLE 6

FINANCE: FUNDING, MANAGEMENT, AND CONTROL

a. Funding

The association shall be a non-profit association. The association shall raise funds from members, friends, other social/non-social reputable organizations, Philanthropists, government entities, and social activities organized by the LEGEMAH-FAMILY.

b. Management

The control of all finances shall be within the capacity of the president, vice-president, and the financial secretary.

All financial decision, payments, and financial commitments shall be subject to approval from all parties within the president, vice-president, and the financial secretary. A signature must be required by all three parties (president, vice president, and financial secretary) on all checks made payable by all the association's accounts.

NOTE: All financial transactions must be made transparent to the general meeting on a quarterly basis.

c. New membership fees

Every member or prospective member shall pay a one-time Registration fee of \$50.00 as a onetime non-refundable payment to the association.

Every second generation member or prospective second generation member shall pay a one-time Registration fee of \$25.00 as a onetime non-refundable payment to the association.

Once this non-refundable fee has been paid there will be no further requirement to establish membership. Membership immediately accepted and announced to the general meeting.

d. Monthly dues

Each member shall pay a monthly due of \$20.00 per month. The monthly due of \$20.00 begins from the first month of membership. The Monthly fee which equals \$240 yearly can also be paid in advance.

Each second generation member shall pay a monthly due of \$10.00 per month. The monthly due of \$10.00 begins from the first month of membership. The Monthly

fee which equals \$120 yearly can also be paid in advance. All payments shall be deposited in a checking account registered to the association and the account shall be managed by the financial secretary, the president, and the vice president.

e. Developmental Funds

Each member shall pay a developmental levy of \$.00 per year. All payments shall be deposited in a savings account registered to the association and the account shall be managed by trustees selected by a two thirds majority vote among members who have contributed to the funds.

Yearly statements shall be issued and all members shall be issued a copy of this statement for their records. The monies collected shall be used for projects which have been properly assessed by known professionals.

Their implementation shall be approved by a two thirds majority vote in the general meeting.

Note: A member who has not contributed to these funds shall not be allowed to vote on any matters relating to these funds.

f. End of year funds

An end of year fund under this constitution is a collection of monies not to exceed \$250.00 from any member who wishes to invest towards the end of the year.

Any member may contribute to this account. All monies collected will be deposited in a fixed deposit/CD account.

The total monies contributed by each member shall be remitted back to the member at a date determined by the general meeting.

The interest on this fund shall be split into two equal parts. 50% to be shared pro-rata to each member and the other 50% paid to the family account.

NOTE: Only members who contribute to this fund will be allowed to vote, debate, or deliberate on matters relating to this fund.

g. Special funds

Under this constitution special funds are funds collected for unforeseen occurrence. The amount to be contributed by each member will be determined by the capacity of the occurrence. Each member shall contribute an amount determined by the general meeting

ARTICLE 7

Rights of members

- a. All members shall have the right to vote and be voted for into any of the executive offices
- b. All members shall have the right to benefit from all programs, projects, of developments so long as all dues pertaining to specific programs, projects, and developments are paid in full by that member
- c. All members shall have a right to forfeit membership at any time. However re-instatement shall be subject to a proper assessment by a committee set up by the executives to determine the eligibility of that member to be reinstated.
- d. All members shall have the right to participate in all projects which are binding under the rule of this constitution.
- e. All members shall have the right to be heard and also have the right to contribute to any or all discussions pertaining to the family and this association.
- f. All members shall have the right to participate in all family actions, meetings, or gatherings.

ARTTICLE 8

OFFICERS OF THE CLUB / RESPONSIBILITIES & DUTIES

a. Executive council

This shall be composed of the following elected officers, including the Vice president who shall be nominated/ presented by the president to the House before the election.

1. Chairman
2. President
3. Vice President

4. General Secretary
5. Assistant general secretary
6. Financial Secretary
7. Treasurer
8. Speaker/Whip
9. Liaison officer

b. Responsibilities

1. Shall act within the provision of this constitution
2. The executive body shall meet at least once a month and otherwise as often as it deemed necessary at the discretion of the president
3. Be the policy initiating body of the family
4. Handle all such matters not provided for in this constitution, upon the approval of the general house
5. Shall give an annual state of the family address at the last meeting of the year, this to include operating budget, project, and financial state of the family, programs and activities and strategic direction
6. Shall be dissolved at the end of four years in the office before election of new executive or as directed by the family.

c. The Chairman

1. This position shall apply only to the eldest male in the family. It is not subject to replacement or contest nor is it an office open to an electoral process.
2. The Chairman shall serve as a mentor to the president and the other members of the executive council. Every Sensitive issue in the family shall be brought to his attention.

d. The President

1. Shall summon all general/executive meeting of the family in consultation with the general secretary
2. Shall preside over all general and executive meeting
3. Direct the affairs of the family in line with the provision of the constitution
4. Shall submit an annual budget at the first meeting of the year for the family approval
5. He shall be the chief representative of the family in all gathering
6. Shall approve all payment and withdrawals of the family account
7. The president shall be the standing signatory on the family account or as directed by him

8. Shall perform such other functions that may be assigned him by the house
9. He shall seek the approval of the house for any expenditure exceeding \$500
10. He shall call for early election when deemed necessary

e. The Vice President

1. Shall in the absence of the president, perform all function of the president.
2. Shall assist the president in all matters and shall assume the office of the president in case of impeachment
3. Shall be the chairman of the welfare committee
4. Shall perform any others duty that may be assigned to him from time to time by house /president

f. General Secretary

1. Shall be the head of the family secretariat and cover all meetings after due consultation with the president
2. Shall record all proceeding at general meetings.
3. Shall keep a chronological record of family activities.
4. Shall maintain at all time an up to date records of family members
5. Shall communicate notice of meeting to family members
6. Shall be the sole custodian of the family seal and other vital document excluding financial document.

g. The assistant General Secretary

1. Shall assist the general secretary in secretarial duties and shall act on his behalf
2. Shall record proceedings at executive meetings
3. Shall perform all other duties that may be assigned to him by the house.

h. The Financial Secretary

1. Collect all monies and pay some to treasurer within forty -eight hours after such collections have been made.
2. Keep record of the family account
3. Present to the house statement of all money received during previous meeting.
- 4 present a quarterly financial report of the family's account to the general house
5. If possible, issue a receipt for any money collected.
6. Shall perform such other duties that may be assigned to him by the president and the general house

i. The assistant Financial Secretary

1. Shall assist the financial secretary in financial duties and shall act on his behalf.
2. Shall record any money collect or pledge at the meeting.
3. Shall manage and recover debt owed to the family during and after meeting.
4. Shall perform such other duties that may be assigned to him by the president /house

j. Treasurer

1. Received and sign for all monies belonging to the family as paid to him by the financial secretary
2. Pay same to the family bank account within two business days of the receipt and present tellers/passbook to the general secretary for the record
 3. Shall present quarterly financial statement to the house
 4. Be in custody of the family's bank teller, passbook and or check book.
 5. Shall present a quarterly financial statement to the house
 6. Shall present to the house a detailed financial report at the end of his term of office. Such a report shall be presented at a general meeting, marking the end of his tenure in office.

k. Speaker/whip

1. The speaker shall maintain order during meetings and obtain fines or enforce any disciplinary action if necessary from disturbing members during the meetings. If any member so disciplined refuses to cooperate, the speaker shall make a request to the house for immediately for action.
2. Shall keep a record and hand over fines collected to the financial secretary at the end of every meeting.
3. Shall perform other duties that may be assigned to him/her by the president /house.

1. State liason officers

1. This office shall be appointed through 2/3 majority vote.
2. Shall keep record of family members in his state or province
3. Shall be responsible for the publicity of family activities through print and non-print media subject to the approval of the president /house.
4. Shall perfume other assignments that may be given by the president, the executive committee and or the house.

ARTICLE 9

Election into offices

The election of Executive Officers shall be held every two years.

The Executive Committee shall establish, three months prior to elections, an Election Committee made up of three paid-up members of the Association.

The Election Committee shall organize and supervise the election of officers and shall circulate notice of elections to all members at least one month prior to the date of election.

The Election Committee shall be dissolved fourteen days after elections if no complaint of impropriety is received within the period.

Resignation from office shall be by letter to the President. The Executive Committee may appoint an interim replacement when a position becomes vacant. The position so affected shall be filled at the next general meeting subject to membership provisions.

A member of the Executive Committee shall be removed from office if two-thirds majority of paid-up members present and voting at a special general meeting called for such purpose, expresses lack of confidence in that member. Removal from office under this provision shall be effective from the date of the vote.

A motion of no-confidence shall be considered and voted on by a minimum of 40% paid-up members.

ARTICLE 10

a. Qualification for election

The qualification for election of all members shall be subject to the following assessments.

- i. Payment of monthly dues
- ii. Tardiness and absenteeism
- iii. Member conduct
- iv. A member must reside in the US or Canada
- v. A member must be 21 years of age and over

b. Election into Association honorary committees

Election into honorary committees shall be determined under strict guidelines to be assessed under all individual member past achievements for the family, long term conduct, and successfully accomplished milestones.

The election shall be subject to a vote among the executive members.

c. Grounds for removal of officers

Embezzlement of family funds
Neglect of office or responsibility
Misrepresentation of family norms and traditions
Use of office for personal gains
Abuse of power

ARTICLE 11

Amendment

Addendum

All amendments and changes have been integrated into the constitution. Several omissions from the old draft include waiting periods for admission of members,