



CODE OF REGULATIONS & BYLAWS – ENGLISH TRANSLATION

Article I.

1. Legal name of organization: American Hungarian Friends of Scouting, Inc.
In Hungarian: Cserkész Barátok Köre
2. Organization's headquarters: Cleveland, Ohio.
3. Official Language: English and Hungarian with equal respect.

Article II.

Mission Statement

4. To support Hungarian scout organizations and to promote and foster their established principles.

5. To assist in the facilitation and organization of Hungarian scouts in Cleveland, Ohio and provide for their maintenance. Facilitation would include, but are not limited to, meeting facilities, campgrounds, swimming pools, libraries, etc.

The Board of Directors shall nominate and approve additional Directors to manage established facilities. These Directors shall submit a quarterly summary of activities to the Board of Directors.

6. To offer our assistance and support, and our status as a legal entity, to newly established and/or existing Hungarian scout troops. In Addendum #1, the Board of Directors, as a supporting organization, has outlined a scout organization's establishment and operating guidelines.

Article III.

7. The assets of the corporation consist of cash/investments, inventory items, leased property, and owned property.

8. Operating income is generated by annual membership dues, interest, grants, organized fundraising activities, performances, and donations given to, and accepted by, the Board of Directors.

Article IV.

9. Membership requirements: All members must either be a registered scout leader of the Hungarian Scout Association in Exteris, or at least 18 years of age and registered with dues paid at one of the participating scout troops in Cleveland or at least 18 and a resident of the state of Ohio who paid prior year's dues directly to the Hungarian Scout Association in Exteris. Additionally, each troops active committee chairperson and two members of the committee as chosen by the chairperson. Membership is granted if an individual meets the above requirements and paid the additional membership fee of the General Assembly.

Article V.

10. All members have a right to participate and vote in the General Assembly. Members are encouraged to participate in the General Assembly and generally all organized activities of the Board of Directors. Members may present motions to the General Assembly and the Board of Directors and exercise the right to vote at the General Assembly.

11. Only members may be elected as Officers or Members of the Board.

Article VI.

12. The governing body consists of:

- a. General Assembly
- b. Board of Directors
- c. Officers and directors of established institutions and events.

13. Every two years, the President shall call a meeting of the General Assembly. Written notification shall be mailed to all members at least 20 days before the meeting.

The President shall also notify the members of itinerary, officer nominations, and a list of motions at least 5 days before the meeting.

One-third of the membership is required for a quorum.

If a quorum is not met, the President shall call another General Assembly at a subsequent date, but no more than 30 days, and the quorum shall have been considered as met, regardless of how many of the members are in attendance.

The President may call a Special General Assembly at any time. The Board of Directors may, with open and unanimous consent, or by anonymous paper ballot with one-third consent, also have the President call for a Special General Assembly. This meeting must be held within 30 days of such a vote and notification shall be per standard meeting. Only the issues or motions listed in the notification sent in the invitation may be discussed or voted upon at these Special General Assemblies.

Regular General Assembly meetings shall consist of Officer's, Director's, and Chairperson's term reports and acceptance by the General Assembly, nomination and election of new officers, and approval of any financial expenditure that would exceed \$20,000.00.

All voting shall be by simple show of hands, unless at least 5 members request anonymous paper ballot.

Members may vote by proxy if unable to attend due to illness, being out of town, or work requirements.

Members who are unable to attend may request another member to vote for them by proxy, however no member may have more than 1 such vote.

Proxy votes may not exceed one half of the members present. If this condition exists, than the value of all the proxy votes must be reduced proportionally to resolve the issue.

All voting shall require simple majority to accept, except in the case of any changes in the code of regulations, or disbanding which would require a two-thirds majority.

Only those motions, which were sent to the President 8 days before the General Assembly meeting, may be discussed and voted upon.

The President, at his/her discretion may allow topics for discussion other than what was listed on the itinerary at a General Assembly meeting. No other topics for discussions may take place at a Special General Assembly meeting than what it was originally called for.

The existing term recorder shall document the minutes of the General Assembly meeting. In the event this person is not present at the meeting, the President shall request one of the members to document the meeting. The recorder, the President, and 2 additional members, present at the meeting, shall validate and acknowledge the minutes of the meeting with their signatures.

14. Members of the Board of Directors:

- a. Officers
- b. Directors and Chairpersons
- c. Scoutmasters of each troop
- d. 2 adult scouts from each troop, designated by their Scoutmaster
- e. Fundraising Chairpersons from each troop
- f. District Commissioner
- g. Appointed Counsel (Nominated by the President from amongst the members, and accepted by the Board of Directors.)
- h. Presidents Emeritus

15. It is the Board of Directors responsibility to determine if the requirements of membership have been violated, and if membership should be revoked.

It is the Board of Directors responsibility to acquire and appoint Directors and Chairpersons to certain individual assets, projects, and activities and the determination of the scope of their responsibilities. The appointed Directors and Chairpersons shall periodically report to the Board of Directors on condition, status, or completion of activities. The Board of Directors reserves the right to remove or replace Directors or Chairpersons at any time.

The Board of Directors is responsible for the entire well-being of the organization, and the decision-making entity for all issues, other than those issues, which pertain directly to the General Assembly.

The Board of Directors shall make all decisions regarding financial appropriations or expenditures of not more than \$20,000.00. Voting on all financial expenditures shall be made by open show of hands.

The President shall call the Board of Directors to meet at least quarterly. However, the President may call additional meetings at any time.

In the event that one of the elected Officers of the Board of Directors may resign, the Board of Directors may fill that position with another qualified member until the next General Assembly.

The Officers shall report to the Board of Directors at their meetings.

Any member professing anti-American or anti-Hungarian sentiment or conducts themselves in a manner that is in direct conflict with the Scout Oath, or the Scout Law, can have their membership revoked by an anonymous ballot vote at a closed meeting of the Board of Directors.

16. The elected Officers:

- a. President
- b. Vice-President
- c. Two(2) Secretaries
- d. Treasurer
- e. Two(2) Auditors
- f. Recorder
- g. Asset Manager

Four of the officers must be elected from the scout troops, one from each troop.

The elected officers shall receive no monetary compensation for their service.

The President shall annually report to the Directors of Hungarian Scout Association in Exteris regarding the activities of the organization, including a financial statement.

In the event an Officer fails to perform their accepted duties, any one of the members of the Board of Directors may submit a motion of non-confidence. The Board of Directors shall then review, and with a show of hands, can remove the officer from their position by a simple majority.

17. The President or authorized member shall officially represent the organization.

The President shall preside at all General Assembly's and Board of Directors meetings.

The President may at any time review financial or asset management, or performance of Directors or Chairpersons. The President has a general expenses discretionary spending limit of \$2,000.00.

18. The Vice-President shall assume the responsibilities of the President for the duration of his/her incapacitation, should the need arise.

19. The Secretaries shall organize and maintain the entire organization's documentation, archives, registrations, notifications, postal services, or any additional duties in conjunction with the Presidents directive.

20. The Treasurer shall monitor and maintain all cash assets and prepare all necessary financial documentation as required.

21. The Auditors shall review, at least annually, the financial records of the Treasurer, Scout Troops, Asset Manager, Committees, and report findings.

22. The recorder shall prepare documentation of minutes of all meetings and a synopsis of all programs for the archives.

23. The Asset Manager shall monitor, maintain, and care for all tangible assets, less cash assets and archives, and update inventory as necessary.

24. All officials, including the Board of Directors, Directors, or chairpersons will be prescribed a code of conduct if necessary.

25. The organization may disband and cease operation with the approval of two-thirds of a Special General Assembly called for this purpose only. This Special General Assembly shall also be responsible for the nomination of beneficiaries, and the disbursement of all remaining assets to such. These disbursements may be used solely for the purpose of promoting Hungarian Scouting.

Notes:

May 2018 - English translation of Bylaws accepted by Board of Directors.

January 2022 - Article 6, Point 13, Para. 6, \$20,000 instead of \$10,000.

- Article 6, Point 15, Para. 4, \$20,000 instead of \$10,000.

- Article 6, Point 17, Para. 3, \$2,000 instead of \$1,000.

Addendum #1

According to the Hungarian Scout Association in Exteris's governing body, a chartering organization is required to be a legal entity.

The American Hungarian Friends of Scouting (AHFS) can be asked by one or more scout troops to serve as their legal entity. In accordance with The Hungarian Scout Association in Exteris guidelines for a chartering organization, the board of directors for the AHFS has determined the following process:

1. The AHFS will assume responsibility for all Cleveland area Hungarian scout troops who require the AHFS to act in the capacity of chartering organization
2. The AHFS will appoint a chartering committee for each troop composed of parents of scouts of the given troop.
3. The AHFS board may form one or more chartering committees in the following manner:
 - a. If a troop requests the AHFS to be its chartering organization it will provide a list of parents of scouts of the requesting troop.
 - b. Within two weeks the president of the AHFS will invite the parents of the scouts in the troop for an orientation meeting.
 - c. The orientation meeting will have an election of a 3 or 5 member chartering committee who will serve a 3 year term.
 - d. The chartering committee will select a president from their membership of the committee who will serve a 3 year term.
 - e. This chartering committee will be presented to the Hungarian Scout Association in Exteris's governing body.
 - f. This chartering committee can act on the name of AHFS with all the rights and privileges and responsibilities afforded to the AHFS.
 - g. Each chartering committee will report to the board of directors of AHFS yearly in September.
 - h. The chartering committee will be reformed every 3 years based on the above guidelines.
 - i. In the event that a chartering committee member can no longer serve, the committee members will conscript a new scout parent to fill the committee
 - j. The board of directors of the AHFS may at any time order the reformation of the chartering committee.

Notes:

May 2018 - English translation of Addendum #1 of Bylaws accepted by Board of Directors.