



Hope For Ethiopia Atlanta

"A Caring Hand"

BY-LAWS OF
Hope for Ethiopia INC.,
A NOT-FOR-PROFIT CORPORATION

ARTICLE I ORGANIZATION

1. The name of the organization shall be **Hope for Ethiopia Atlanta. (ተስፋ ለኢትዮጵያ ስፔራ)**
2. The organization shall have a seal which shall be in the following form:
Circle shape with
"Hope for Ethiopia Atlanta" on top half circle and "ተስፋ ለኢትዮጵያ ስፔራ" bottom half circle
3. The organization may at its pleasure by a vote of the membership body change its name.

ARTICLE II PURPOSES

Purpose

The Corporation is organized exclusively for charitable, religious, and educational purposes within the meaning of Section 501(c) (3) of the Internal Revenue Code, 1986, or the corresponding provision of any future federal law. Such purposes include but are not limited to:

1. Provide financial and material support for fellow Ethiopians back home affected by natural and man- made disasters.
2. Support disadvantaged children in Ethiopia by providing them with food, shelter and access for education.
3. Provide material support such as books and computers to local schools and libraries.
4. Assist orphan centers by finding permanent adoption opportunities.
5. Support local hospitals and clinics by providing them with medical supplies and equipment

ARTICLE III MEANS OF INCOME

1. Fundraising events such as concerts and cultural or other social activities.
2. Event entrance ticket and promotional material sales.
3. Support from local and international Non Governmental Charitable Organizations

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www.hopeforethiopia.org Email: hopeforethiopia@gmail.com



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4. Donations from volunteer individuals and organizations
5. Members' contribution.

ARTICLE IV MEMBERSHIP

Membership in this organization shall be open to all Ethiopians and Ethiopian Americans who support the purpose of Hope for Ethiopia.

Members are required to pay non-refundable annual membership fees set forth by board of directors.

ARTICLE V MEETINGS

1. The annual general membership meeting of the organization shall be on the 1st Saturday of the month of August. If this day falls on a legal holiday, the Board of Directors shall fix an alternative date for the meeting within two weeks of the date set by the By-Laws.
2. The Secretary shall notify members with good standing by mail the details of the meeting (time and place) 10 days prior to the annual meeting.
3. The **Board of Directors** shall meet regularly on the first Saturday of each month. The chairman or his designee shall call emergency meeting as deemed necessary.
4. The presence of at least $\frac{3}{4}$ or 75 % of members shall constitute a quorum for any meeting.

ARTICLE VI VOTING

At all meetings, except for the election of officers and directors, votes shall be by voice. For election of officers and directors, votes shall be conducted by secrete ballots.

At any regular or special meeting, if a majority so requires, any question may be voted upon in the manner and style provided for election of officers and directors.

No inspector of election shall be a candidate for election and/or shall have personally interested in the question voted upon.



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ARTICLE VII ORDER OF BUSINESS

1. Roll Call.
2. Approval of the Minutes.
3. Reports of Committees.
4. Reports of Officers.
5. Old and Unfinished Business.
6. New Business.
7. Adjournment.

ARTICLE VIII BOARD OF DIRECTORS

1. The business of this organization shall be managed by the Board of Directors and officers consisting of [13] members.
2. The Board of directors shall have full control in the management of the affairs and businesses, and also legal representation of HFE.
3. 3/4th or (75%) of the members of the Board of Directors shall constitute a quorum and the Board shall meet the 1st Saturday of each month.
4. Each Board member shall have one vote and such voting shall not be done by a proxy.
5. The Board of Directors may make procedural rules and regulations to govern its meetings as deemed necessary.
6. Vacancies in the Board of Directors shall be filled by a vote of simple majority of the remaining Board members of for the remainder of the year.
7. The Board of Directors shall elect their officers from Board members.
8. A board member may be removed from his/her when the is sufficient and compelling evidence to do so.
9. The Board of Directors shall deliberate and make decision on cases against a board member. The Board shall adopt rules and regulations in order to facilitate its deliberations as it deems necessary.



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ARTICLE IX EXECUTIVE OFFICERS

We elect our executive officers on January and they will serve for two years. If elected , they could serve for two consecutive terms.

The current leaders for 2015 and 2016 are the following

President:	Fetene Yimenu
Vice President:	Mulugeta Wmariam
Secretary:	Negusu Desalegne
Treasurer:	Simret Wendimu

IX. A) The President

1. Shall preside at all membership meetings.
2. Shall be the Chairman of the Board of Directors.
3. Shall present an annual report of the activities of HFE, at the annual meeting of the organization.
4. Shall ascertain that documents required by law are properly kept and/or filed.
5. Shall be one of the signatories on checks and drafts of the organization.
6. Shall have the powers of chief executive officer of the organization.

IX. B)The Vice President

Shall carry the duties and responsibilities of the President in the absence or inability of the president with all the rights, privileges and powers of the president.

IX. C)The Secretary

1. Shall keep the minutes and records of the organization in appropriate books.
2. Shall duly file any document required by any federal or state statute.
3. Shall provide necessary information to members of the organization.



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4. Shall be the official custodian of the records and seal of this organization.
5. Shall be one of the signatories on checks and drafts of the organization.
6. Shall update members the activities and achievements of the organization at every meeting.
7. Shall submit to the Board of Directors any communications addressed to him as Secretary of the organization.
8. Shall attend to all correspondence of the organization and exercise the duties of the office of the Secretary.

IX. D)The Treasurer

1. Shall have the care and custody of all assets of organization and shall be solely responsible for such monies or securities of the organization.
2. Shall cause to be deposited in a regular business bank or trust company a sum not exceeding \$ _____ and the balance of the funds of the organization shall be deposited in a savings bank except that the Board of Directors may cause such funds to be invested in such investments as shall be legal for a non-profit corporation in this state.
3. He must be one of the officers who shall sign checks or drafts of the organization. No special fund may be set aside that shall make it unnecessary for the Treasurer to sign the checks issued upon it.
4. He shall render at stated periods as the Board of Directors shall determine a written account of the finances of the organization and such report shall be physically affixed to the minutes of the Board of Directors of such meeting.
5. He shall exercise all duties incident to the office of Treasurer.

Officers shall by virtue of their office be members of the Board of Directors.



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ARTICLE X COMMITTEES

All committees of this organization shall be appointed by the Board of Directors and their term of office shall be for a period of three years or less if sooner terminated by the action of the Board of Directors.

The permanent committees shall be:

- I. Public Relation 1. Thewodros Tadesse
 2. Aster Bedhane

1. It shall communicate the organization by media (radio, television press).
2. It prepares and distributes publication materials, bulletins, and any other materials to promote the purpose of the organization.
3. They shall actively participate on duties the board of directors put forward.

- II. Audit Melkamu Demissie

1. Make sure the fund has been handled according the organizations money handling guideline
2. Shall conduct financial audit every 6 month. And, off cycle audit if they found it necessary or, at a request of the Board of Directors.
3. Shall actively participate on duties the board of directors put forward

- III. Event co-ordinators 1. Tsehay Bekele
 2. Eyasu Haile
 3. Tekle Demeke

1. Shall plan and co-ordinate fundraising event
2. Shall identify and propose potential donors to the board of directors
3. Shall actively seek for means of income and participate others
4. Shall actively participate on duties the board of directors

- IV . Finance Daniel Aseged



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ARTICLE XI SALARIES

The Board of Directors shall hire and fix the compensation of any and all employees which they in their discretion may determine to be necessary for the conduct of the business of the organization.

ARTICLE XIII RECOGNITION

Board of Directors shall evaluate and recognize individuals and organizations who supported the purpose of our organization and participated in our efforts.

ARTICLE XII AMENDMENTS

These By-Laws may be altered, amended, repealed or added to by an affirmative vote of not less than 2/3rd (66%) of the members.

ARTICLE XIII DISOLUTION

Upon dissolution of the Corporation, the Board of Directors shall, after paying or making provision for payment of all liabilities of the Corporation, including the costs and expenses of such dissolution, dispose of all the assets of the Corporation exclusively for the exempt purposes of the Corporation or distributed to an organization described in Section 501 (c)(3) or 170 (c)(2) of the Internal Revenue Code, 1986 or the corresponding provisions of any future federal law, as shall be selected by the last Board of Directors. None of the assets will be distributed to any officer or director of the Corporation. Any such assets so disposed of shall be disposed of by, and in the manner designated by, the Georgia state court having jurisdiction over the matter.

ARTICLE XIV CONFLICT OF INTEREST

A conflict of interest is defined as an actual or perceived interest by a staff or Board member in an action that results in, or has the appearance of resulting in, personal, organizational, or professional gain.

Officers and members are obligated to always act in the best interest of the organization. This obligation requires that any officer or member, in the performance of organization duties, seek only the furtherance of the organization mission. At all times, officers and board members are prohibited from using their job title or the organization's name or property, for private profit or benefit.



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A. The officers and members of the organization should neither solicit nor accept gratuities, favors, or anything of monetary value from contractors/vendors. This is not intended to preclude bona-fide organization fund raising-activities.

B. No officer, or member of the organization, shall participate in the selection, award, or administration of a purchase or contract with a vendor where, to his knowledge, any of the following has a financial interest in that purchase or contract:

1. The officer or member;
2. Any member of their immediate family;
3. Their partner;
4. An organization in which any of the above is an officer, director or employee;
5. A person or organization with whom any of the above individuals is negotiating or has an arrangement concerning prospective employment.

C. **Disclosure**--Any possible conflict of interest shall be disclosed by the person or persons concerned.

D. **Board Action**--When a conflict of interest is relevant to a matter requiring action by the Board, the interested person(s) shall call it to the attention of the Board and said person(s) shall not vote on the matter. In addition, the person(s) shall not participate in the final decision or related deliberation regarding the matter under consideration. When there is a doubt as to whether a conflict exists, the matter shall be resolved by vote of the Board of Trustees, excluding the person(s) concerning whose situation the doubt has arisen.

E. **Record of Conflict**--The official minutes of the Board shall reflect that the conflict of interest was disclosed and the interested person(s) did not participate in the final discussion or vote and did not vote on the matter.



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Adopted by the Board of Directors of _____ Hope for Ethiopia _____

On: _____

1. Fetene Yimenu:	:	CEO (Chairman)
2. Mulugeta Weldemariam:		V. Chairman
3. Negusu Desalegne:		Secretary
4. Simret Wendimu:		Treasurer
5. Daniel Asegid:		CFO
6. Eyasu Haile:		Plan and programing
7. Tekle Demeke :		Plan and programing
8. Tsehay Bekele:		Plan and programing__
9. Thewodros Tadesse:		Public relation
10. Aster Bedhane:		Public relation
11. Melkamu Demisse:		Auditor



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Our basic guideline

How to select organizations to partner with is by making sure,

- It is a non for profit humanitarian organization.
- The organization has a verifiable track record of their transparency and accountability.
- The organization is not affiliated to political or governmental entities

By organizing yearly community based fundraiser,

- We support individuals whom the breadwinner of the family is seriously ill for extended period of time and unable to support the family.
- We support most vulnerable seniors with no one to support them.

Currently, we are working with (MHO) Meseret Humanitarian Organization in Ethiopia.

meserethumanitarian.org

Their mission is to support all women under poverty, orphan and most vulnerable children in Ethiopia

With MHO,

- We are raising 25 children by providing food, school supplies and clothing.
- Annually, we participate on "One pack for One Child" campaign to help children have their yearly school supplies