

**BYLAWS OF THE
WEGENE LENE EDIR IN KANSAS, INC. (WLE).**

These Bylaws (referred to as the “Bylaws”) govern the affairs of THE Wegene Lene Edir (the “Corporation”), a non-profit and a non-partisan organization incorporated in the State of Kansas.

**ARTICLE I
NAME, LOCATION, AND STATUS**

Section 1. Name.

The name of the Corporation is Wegene Lene Edir in Kansas, Inc. (WLE).

Section 2. Principal Office.

The principal office of the Corporation in the State of Kansas shall be located at 10820 W 64th Street STE 200 Shawnee, Kansas 66203. The Corporation may have such other offices as the General Assembly may determine.

Section 3. Registered Office and Registered Agent.

The Corporation shall comply with the requirements of the Kansas Secretary office and maintain a registered office and registered agent in Kansas. The Board of Directors may change the registered office and the registered agent as provided by Kansas law.

**ARTICLE II
PURPOSES**

The objectives and purposes of WLE shall be the following:

The Corporation is organized to provide members of this Corporation with community-oriented assistance for funeral and death-related expenses as stipulated in these Bylaws and to do anything necessary and proper to accomplish the objectives herein set forth or which shall be recognized as proper and lawful objectives of Corporation’s organized pursuant to Section 501(c) (3) of the Internal Revenue Code of 1986, as amended (the “Code”).

- A. Collect contributions and membership fees from Edir members
- B. Disburse funds to members or their families to carry out burial services and related ceremonies in the event of the death of a member or a family member of a member. For the purpose of these bylaws, the term “family member” includes: member’s spouse, dependent parents of members **over the age of 65 years of age and** with no income from any source, children and other dependents under the age of 26 who legally reside under the same roof with the member.
- C. If a person visiting from Africa and a person come to member house as refugee or DV recipient stay within 90 days from arrival Passed away at Member House WLE Disburse funds to members.
- D. Give moral support and service to the bereaved by assigning members to assist the household in the ritual ceremonies related to the death of a member or the family member of a member.
- E. Establish and maintain good relations among members at all times.
- F. Strengthen the cultural and social relations among members and their families by organizing reunion events.
- G. Sponsor cultural, educational and social event to foster and enhance better communication and

understanding in the community.

ARTICLE III MEMBERSHIP

Section 1. Membership. All Ethiopians and Eritreans, Ethiopians and Eritreans -Americans with any person of Ethiopians and Eritreans heritage or their spouses are eligible to be members of WLE.

- A. Members who are claimed as a dependent of another member shall not be entitled to vote on matters submitted to the General Assembly.
- B. Membership in the Corporation is personal and it cannot be transferred, assigned or inherited to or from by another person.
- C. No application for membership shall be accepted through a legal guardian or third party with the exception of application by a parent or legal guardian for a child who is dependent because of disability at the age of 18 years or older or application by a parent or legal guardian for a child who is a full-time student up to age 23 as provided above.
- D. In the case of family membership in the Corporation, if one or both of the spouses die, the living family members may continue their membership by paying the regular yearly or monthly payment as long as the age of the children is within the age limits stipulated herein.

Section 2. Membership Initial Residency Requirement. Membership shall be residents of the Kansas Metropolitan area (Kansas & Missouri) at the time they join WLE.

Section 3. Class of Members. The Corporation shall have only one class of members. No member shall hold more than one membership in the Corporation. All members shall have the same rights, privileges, restrictions and conditions.

Section 4. Right of Members. Members shall have the right to attend and vote at all general and special meetings of members, to nominate and vote for, to be a candidate for the Board of Directors of the Corporation, to be an officer of the Corporation, to propose candidates for membership in the Corporation. The right of a member to vote and all his or her rights, title, and interest in the Corporation shall cease on the termination of membership.

Section 5. Registration fee, contribution, payout, expenses.

- A. Registration fee - The registration fee for WLE membership is \$50 and \$50 dollars advance payment per member.
- B. Member's contribution - When a member of WLE passes away, each member shall pay \$50 dollars.
- C. Payout - When a member of WLE passes away, the beneficiary shall present the death document, members ID and beneficiary's photo identification (original and a copy). Upon filing the required forms the collected dollar will be paid by check to the beneficiary. Copy of beneficiary's identification will be kept in WLE's archive. If the beneficiary is not present the WLE Corporation will pay according to the order of the second beneficiary or their representative.
- D. Expenses - When a member of WLE passes away, each members will contribute \$50 dollar each. If any expense occurs, the executive committee has to authorize the payment followed by written order signed by WLE and the payment will be by check \$20,000.00 only.

Section 6. Resignation of Members.

- A. Any member may resign or withdraw from membership in the Corporation by giving a written notice to the Board of Directors.
- B. A member shall be automatically terminated from the Corporation without written notice and all benefits and privileges forfeited (subject to applicable allocation or distribution of the member's membership capital in the Corporation as provided in the Act and these Bylaws) if any or all of the following occurs:
 - A. If a member fails to pay all dues, renewal, one-time starting fee, penalties and other mandatory fees established in accordance with the Bylaws;
 - B. If a member reaches or exceeds the age of 18 and no proof of a fulltime student status or disability is duly submitted by the parents to the Corporation and the member does not apply for and receive membership otherwise.
 - C. If a member who is a dependent student of another member passes the age of 26 years and the member does not apply for and receive membership otherwise;
 - D. If a registered member notifies in writing about his/her status change and requests to exclude his/her partner who was registered as a spouse; or Death of the member, provided that death of a member does not forfeit the funeral or death-related benefits to be afforded to the member as provided in these Bylaws.

Section 7. Member Registration.

- A. All Applicants for membership must be registered in the Corporation by physically coming to the Corporation's designated office or any designated location in person, or by virtual meeting with the Corporation's officer, both husband and wife if married, and not through a legal guardian or by power of attorney, by duly completing the application form and providing required identification documents, and by paying all dues as per the Corporation's Bylaws.
- B. Applicants can apply by selecting one of the following as it may fit their applicable member or family status:
 - I. As a family: which includes husband and wife, dependent children under 18 years of age, dependent children up to 26 years of age if they are enrolled full-time in college, and dependent children 18 years of age or older if they suffer from a disability as provided in these Bylaws.
 - II. As a single parent: which include either father or mother and children under 18 years of age, children up to 26 of age if they are enrolled full-time in college, and dependent children 18 years of age or older if they suffer from a disability as provided in these Bylaws.
 - III. As an individual: of at least 18 years of age.
- C. Any applicant for membership in the Corporation should submit the completed application and payment at the time of registration.
- D. Applicants are required to specify the identity of one or more persons who are authorized to deal with the Corporation's officials in order to receive the required funeral assistance at the

time of the member's death. If more than one person is identified, the Corporation shall be entitled to accept, act and rely upon the direction given by any one of them.

- E. The Board of Directors shall have the power to reject or disqualify a would-be member or members due to intentional misinformation or misrepresentation on the application at any time when the discrepancy is discovered or if the acceptance of the application would adversely affect the interest of the Corporation. There will be no refund to be given to a rejected or disqualified member, subject to any required allocation or distribution of the member's membership capital in the Corporation as provided in the Act and these Bylaws.

Section 6. Member Responsibilities.

- A. Members are each required and expected to participate in the Corporation.
- B. Members are responsible to: (i) Attend all meetings when called upon, share their views and exercise their voting rights; (ii) Abide by the Corporation's Bylaws and official guidelines at all times; and (iii) Respect democratically elected leaders of the Corporation and serve as volunteers as needed and appropriate.
- C. It is the member's responsibility to notify the Corporation of any changes in address, Phone Number, Email, status change in the family such as marriage status, new dependents and any other pertinent information that affects the member's membership in the Corporation.
- D. Each member shall make sure that every eligible member of the immediate family is registered and that all dues, fees and charges are paid when due.
- E. Any member who fails to attend the General Assembly meeting shall be fined \$50.00 or such other fee established by the General Assembly for this purpose. The method of collection of such fees shall be determined by the Board of Directors, unless otherwise directed by the General Assembly.
- F. Reasonable attempts shall be made to reach members in regard to amounts due for membership renewal. Attempts may be by e-mail, telephone calls and reminder letters. Communications shall be reasonably documented and be kept in the member's file.
- G. If a member fails to pay amounts owed on the member's renewal date, a late fee penalty of \$20.00 per month shall be assessed for up to three months. After the third month, the member's membership shall be terminated with or without notice to the member.

Section 6. Termination of Membership.

- A. A member can be terminated from the Corporation for nonpayment of the Corporation's membership fee, and/or noncompliance with the Corporation's bylaws (the "membership terms").
- B. A member whose membership has been terminated can be reinstated upon a majority vote by the Board of Directors. In order to seek reinstatement of his/her membership, the member shall pay all outstanding dues/fees and penalties and be physically present at a board meeting taking place within ninety (90) days of the termination effective date. A member is only eligible for reinstatement one (1) time; if they are in breach of the membership terms after having been reinstated, their membership will be terminated indefinitely.

ARTICLE IV BOARD OF DIRECTORS

Section 1. Number. The Corporation shall have six directors and collectively they shall be known as the Board of Directors.

Section 2. Qualifications. Directors shall be of the age of majority in this state.

Section 3. Duties. It shall be the duty of the directors to:

- A. Perform any and all duties imposed on them collectively or individually by law, by the Certificate of Incorporation, or by these Bylaws;
- B. Appoint and remove, employ and discharge, and, except as otherwise provided in these Bylaws, prescribe the duties and fix the compensation, if any, of all officers, agents and employees of the corporation;
- C. Supervise all officers, agents and employees of the corporation to assure that their duties are performed properly;
- D. Meet at such times and places as required by these Bylaws;

Section 4. Election and Term of Office of the Board of Directors.

One-half of the Board of Directors shall be elected at each annual meeting.

- A. Each director shall hold office for a period of two (2) years and until his or her successor is elected and qualifies.
- B. A Board member who has served two consecutive terms on the Board can be considered for the Board only after serving on the Advisory Board of the Corporation for at least one year.
- C. When a Board member withdraws from the Board before completing his or her term, a replacement will be determined by the Board. Consideration may be given to those who got the next highest vote at the last election.

Section 5. Compensation. Directors shall serve without compensation. However, they shall be allowed a reasonable reimbursement for expenses incurred in the performance of their duties.

Section 6. Place of Meetings. Meetings shall be held at the principal office of the Corporation unless otherwise provided by the Board or at such other place as may be designated from time to time by resolution of the Board of Directors.

Section 7. Special Meetings

Special meetings of the Board of Directors may be called by the Chairperson of the Board, the Chairperson of the Corporation, or by any two directors, or, if different, by the persons specifically authorized under the laws of this state to call special meetings of the board. Such meetings shall be held at the principal office of the Corporation or, if different, at the place designated by the person or persons calling the special meeting.

Section 8. Notice of Meetings

Unless otherwise provided by the Certificate of Incorporation, these Bylaws, or provisions of the law, the following provisions shall govern the giving of notice for meetings of the Board of Directors:

- A. **Regular Meetings.** No notice need be given of any regular meeting of the Board of Directors.
- B. **Special Meetings.** At least one week prior notice shall be given by the Secretary of the corporation to each director of each special meeting of the Board. Such notice may be oral or written, may be given personally, by first class mail, by telephone or by facsimile machine, and shall state the place, date and time of the meeting and the matters proposed to be acted upon at the meeting.

Section 9. Quorum for Meetings

A quorum shall consist of four members of the Board of Directors.

Except as otherwise provided under the Certificate of Incorporation, these Bylaws or provisions of the law, no business shall be considered by the Board at any meeting at which the required quorum is not present, and the only motion which the Chair shall entertain at such meeting is a motion to adjourn.

Section 10. Conduct of Meetings. Meetings of the Board of Directors shall be presided over by the Chairperson of the of the Corporation or, in his or her absence, by the Vice Chairman of the Corporation or, in the absence of each of these persons, by a Chairperson chosen by a majority of the directors present at the meeting.

Section 11. Vacancies. Vacancies on the Board of Directors shall exist (1) on the death, resignation or removal of any director, and (2) whenever the number of authorized directors is increased. Unless otherwise prohibited by the Certificate of Incorporation, these Bylaws or provisions of law, vacancies on the board may be filled by approval of the Board of Directors. If the number of directors then in office is less than a quorum, a vacancy on the board may be filled by approval of a majority of the directors then in office or by a sole remaining director. A person elected to fill a vacancy on the board shall hold office until the next election of the Board of Directors or until his or her death, resignation or removal from office.

Section 12. Non-liability of Directors. The directors shall not be personally liable for the debts, liabilities or other obligations of the Corporation.

ARTICLE V OFFICERS

Section 1. Officers of the Corporation

The officers of the Corporation shall be the Chairman, Vice Chairman, Secretary, Treasurer, Auditor and Deputy Treasurer, and such other officers with such powers and duties not inconsistent with these bylaws may be appointed as determined by the Board.

Section 2. Election and Term of Office. Officers shall be elected from the Board of Directors of the Corporation for a period of two years.

Section 3. Chairman. The Chairman shall preside at all meetings of the Board and general meeting of the Corporation. He or she shall have, and exercise general charge and supervision of the affairs of the Corporation, and shall perform such other duties as may be assigned to him or her by the Board.

Section 4. Vice Chairman. The Vice Chairman shall perform the duties of the Chairman in the absence or disability of the Chairman, act as committee coordinator, collect reports, consult with Committee Chairpersons, and shall assume other responsibilities as needed, assigned by the Chairman. The Vice Chairman shall be responsible for coordinating special projects and programs of

the Corporation.

Section 5. Secretary. The Secretary shall keep records of all proceedings, send out meeting notices and minutes, and respond to the requests of members for documents.

Section 6. Treasurer. The Treasurer shall collect monies from dues and contributions, pay out monies for expenses that the Corporation has incurred, Maintain custody of financial records, property, and securities of the Corporation subject to such regulations as may be imposed by the Board.

Section 7. Auditor. The Auditor shall perform, or shall oversee and ensure the performance of the following:

- A. Conducts audits of all financial transactions and of all accounts and assets owned by the Corporation. All financial statements issued by the Corporation's chief accountant shall require the certification of their accuracy by the Auditor.
- B. Reports his/her findings and recommendations to the Board and the General Assembly on no less than an annual basis. The Auditor shall provide additional semi-annual audit reports to the Board.
- C. Performs an audit within the time prescribed by these Bylaws or as directed by the Board. The purpose of this audit is to clearly show the financial status achieved by the exiting Board members during their term in office.
- D. Assists in the transition from exiting to the newly elected members of the Board and other Officers.
- E. The auditor has a right of access at any time to all records, documents, computer systems and accounts and is entitled to require such data from the Board to enable the Auditor to provide accurate audit report as required. Each member of the Board is required to comply with the Auditor's requests to access such information that the Auditor reasonably believes, in good faith, will help the Auditor to provide an accurate audit report. The Auditor may be required to sign a written agreement of confidentiality and non-disclosure as the Board may require.
- F. The Auditor shall sign for acquiring any document of the Corporation and be responsible for the safekeeping and timely return all documents the Auditor acquired for auditing purposes.

Section 8. Public Relations.

- A. Publicizes the tasks of the Edir.
- B. Establishes relationships with different institutions that have similar objectives.
- C. Prepares literature that will be publicized and promote the Edir.
- D. Disseminate information about the organization, including Edir's member situation. Makes sure that the pertinent data is delivered on time.
- E. Informs the Board of any assistance obtained from entities that may advance the objective of the Edir.
- F. Establishes relationships with organizations that may advance the objective of the Edir and presents a detailed report about their work to the Board of the Edir. Also, it paves the way for how the Edir can serve the members better.

ARTICLE VI

MEETINGS OF THE CORPORATION

Section 1. Meetings Members.

- A. Meeting of members shall be held at such location in Kansas to be decided by the Board of Directors. In the event that governmental restrictions prohibit an in-person meeting from taking place, the meeting will be held virtually.
- B. Two regular meeting of members shall be held annually. The first meeting shall be held the **3rd week of February**, and the second meeting shall be held no later than the first Sunday in June.
- C. Special meetings shall be held on the call of the Chairman.
- D. Election of nominating Committee shall be held at the first annual meeting.
- E. Election of an auditor shall be held at first annual meeting.
- F. Election of Board members shall be held at the second annual meeting

Section 2 Quorums of the Corporation

- A. A simple majority of the eligible members of the Corporation shall constitute a quorum.
- B. A quorum must be present to transact business at regular and special meetings of the Corporation.

Section 3. Presiding Officer. The Chairman shall preside at all meetings. If he/she is unable to perform this duty, the Vice Chairman shall preside.

Section 4. Voting

- A. a. Members shall have the right to vote for each Board member.
- B. **b.** In the instance that elections of Board members and officers are conducted at an in-person meeting or virtually, the vote shall be conducted through either a paper secret ballot or through electronic secret ballot. All other business voted for during an in-person meeting shall be conducted by voice, show of hand, paper secret ballot. If such business is being conducted via a virtual meeting, then votes will be conducted through electronic secret ballot. **(1st Amend.)**
- C. Voting on all business shall be by active member in attendance.

Section 5. Parliamentary Procedure

All meetings shall be conducted according to Robert's Rules of Order, revised, to insure minority rights and parliamentary procedure, in so far as they are not inconsistent with the Certificate of Incorporation, these bylaws, or with provisions of the law.

ARTICLE VII

NOMINATION AND ELECTIONS

Section 1. Nominations

- A. An Election Committee of three people shall be elected at the first in person annual meeting of the Corporation or, if held virtually through the platform being used.
- B. The Election Committee may also solicit and include additional nominations from the general membership that may not have been at the meeting.
- C. Nomination of Board members and an auditor shall be conducted from the floor at the first annual meeting, or, if the first annual meeting is held virtually, through the platform being used.
- D. The Election Committee shall present a slate of candidates at the second annual meeting for the election of Board members and an auditor consisting of nominees by the membership and

any other candidates drafted by the Committee itself or if the second annual meeting is held virtually, through the platform being used.

Section 2. Elections

- A. The election of Board members and an auditor shall be held during the second annual meeting of the Corporation.
- B. The Chairperson of the Election Committee shall conduct the election
- C. Voting shall be by secret ballot.
- D. Candidates who receive the top votes shall fill the open vacancies created by the retiring Board members and an auditor.
- E. The newly constituted Board shall assume its duties within a period not exceeding 15 days from the time of the election.

Section 3. Election, Duties & Responsibilities of WLE Auditor

- A. The Auditor of WLE shall be elected for a term of two years by Edir General Assembly and shall continue to serve until his/her successor is elected. The auditor is eligible for reelection for a second term.
- B. Every two years the Election Committee shall present two candidates, who have the requisite auditing qualifications, for election and one auditor shall be elected by majority vote of the General Assembly of WLE.
- C. The Auditor submits the draft audit report and his/her findings and recommendations to WLE Board and the final report to the General Assembly of members annually.
- D. The Auditor conducts audits of all financial transactions and of all accounts and assets owned by WLE.
- E. The Auditor assists the transition from exiting to the newly elected Treasurer.
- F. The auditor has a right of access during the annual audit to all records, documents, computer systems and accounts and is entitled to require such data from the Treasurer and or WLE Board to enable him/her to provide accurate Audit report as required. The Treasurer and officers of WLE Board, are expected and are required to comply with the auditor's request to access such information that the auditor believes will help him/her to provide an accurate audit report.
- G. The auditor shall sign for acquiring any document of the Edir and be responsible for returning all documents he/she acquired for auditing purposes within a week from completion of the audit report.

ARTICLE VIII COMMITTEES OF THE CORPORATION

Section 1. Standing Committees. The standing committees of the Corporation shall be the Executive Committee, Funeral Services Committee, Social Committee, Legal Committee, Membership Committee and Advisory Committee.

Section 2. Special Committees. Special Committees may be established as deems appropriate.

Section 3. Committee Chairperson. Committees shall appoint their own chairpersons.

ARTICLE IX FISCAL

Section 1. Check Authorization. Except as otherwise determined by resolution of the Board, or as otherwise required by law, checks for the payment of money and other evidence of indebtedness of the Corporation shall be signed by any two of the following officers of the Corporation: the Chairman, the Vice Chairman, Secretary and the Treasurer.

Section 2. Fiscal Year. The fiscal year of the Corporation shall be the calendar year. An audited written financial report shall be distributed to the general membership at the second annual meeting.

Section 3. Business Calendar. The business calendar of the Corporation shall be May first to April thirtieth of the following year.

ARTICLE X MAINTENANCE OF RECORDS

The Corporation Shall Keep At Its Principal Office:

- A. Minutes of all meetings of the Corporation and its committees shall be kept. It should indicate the time and place of holding such meetings, whether regular or special, how it is called, the notice given and the names of those present and the
- B. Adequate and correct books and records of receipts and disbursements including accounts of its properties assets, liabilities, receipts, disbursements, gains and losses; and net assets
- C. A record of its members, indicating their names and addresses and the termination date of any member;
- D. A copy of the corporation's Certificate of Incorporation and Bylaws as amended to date; internal regulations and audit final report of the Corporation shall be open to inspection by the members of the Corporation at all reasonable times.

ARTICLE XI AMENDMENT

Section 1. By The Board. The Board of the Corporation shall have the power to initiate alterations, amendments or repeals of the Bylaws of the Corporation by affirmative vote of a majority of the Board, and to propose action for a decision at a regular or special meeting of the Corporation.

Section 2. By Members.

- A. Any member has the right to initiate alterations, amendments or repeals of the Bylaws of the Corporation at the annual meeting of the membership.
- B. 30% of the members can petition to initiate alterations, amendments or repeals of the Bylaws of Corporation and shall request the Board to convene a special meeting.

Section 3. The Bylaws may be altered, amended, or repealed at a regular meeting of members of the Corporation by 2/3 vote of all the members represented in person, provided that the proposed action is inserted into the notice of such a meeting. **Further in urgent situation, the amendment, alteration or repeal could be carried out by proxy mail ballot vote.**

ARTICLE XII DISSOLUTION

The Corporation may be dissolved by a 2/3 vote of the general membership. Upon dissolution of the Corporation by 2/3 vote of the general membership, its assets remaining after payment, or provisions for payment, of all debts and liabilities of the Corporation shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.

ADOPTION OF BYLAWS

We, the undersigned, are all of the initial directors or incorporators of this corporation, and we consent to, and hereby do, adopt the foregoing Bylaws, consisting of eleven pages, as the Bylaws of this Corporation.

Date: 03/18/2023

Anberber Tehone

Abebe Zeleke

Solomon Reta

Dereje Kassaye

Fikadu Beyene

Shimekt Bushen

Habtamu Dibaba

Bekalu Dagnachew

Ephrem Bekele

Mesfin Alemu

Mulugeta Reda

Moges Kassa

1. Amendment added to Article II Purposes of the Bylaw Section
 - c. If a person visiting Passed away at Member House WLE Disburse funds to members. Version 2 of the Bylaw Updated 8/2/2023 By the secretary of the board Dr. Solomon Reta
2. Amendment added to Article II Purposes of the Bylaw Section
 - c. If a person visiting from Africa and a person come to member house as refugee or DV recipient stay within 90 days from arrival Passed away at Member House WLE Disburse funds to members. Version 3 of the Bylaw Updated 03/10/2024 By the secretary of the board Dr. Solomon Reta