

**THE LIBERIAN COMMUNITY ASSOCIATION
(LCA) IN THE DALLAS FORT WORTH
DFW: <https://www.LCAdfwtxas.org>**

**Update: Change of LCA 2019 Election Schedule
LCA ELECTION COMMISSION
ANNOUNCES**

**NEW PRESIDENTIAL ELECTION SCHEDULE TO
INCLUDE CANDIDATES FOR:**

- **President & Vice President-\$60.00 Fee**
- **Financial Secretary \$25.00 Fee**
- **Treasurer \$25.00 Fee**
- **Chaplain \$25.00 Fee**
- **LCA Board Members \$25.00 Fee**

Date of Elections: **AUGUST 17, 2019**

**VENUES: 3002 W. Eules BLVD. Eules, TX 76040
9858 PLANO ROAD,
DALLAS, TX 75238**

The Elections Commission

Liberian Community Association in the Dallas Fort Worth- DFW

c/o Mr. Willie Kim Kamara (Chairman). Elections World Headquarters.

5410 Bobtown Road Garland, TX 75043 (972) 203-0771 (WKAMARA@DCCCD.EDU) 972-824-6086

THE LIBERIAN COMMUNITY ASSOCIATION IN THE DALLAS FORT WORTH-DFW.
c/o Mr. WILLIE KIM KAMARA. 5410 Bobtown Road, Garland, TX 75043
PHONE NUMBERS: (927) 203-0771 (H) OR 972-824-6086 (C) WKAMARA@DCCCD.EDU

General Information: Release to the community

On **June 15, 2019**, in the city of **Eules, TX**, the Liberian Community Association- (**LCA**) in the Dallas Fort Worth, held its regular monthly Meeting. At this meeting, presided over by President Daniel Dogba of LCA, DFW, the General Assembly present voted unanimously to reopen the previously scheduled LCA DFW Presidential Election of **June 8, 2019**. This opens the Election to **ALL** interested applicants for **ALL** Contestable positions. Also, the Assembly voted unanimously to hold both the General Elections and the Elections of the LCA, DFW Board of Directors on the same date. The General Assembly voted unanimously that, Mr. **Willie Kim Kamara of Garland, TX** be the Chairman to lead the Elections commission for **2019-2020 General Elections** as specified in the **LCA DFW Constitution**.

In view of the above, the elections for **President & Vice President, Financial Secretary, Treasurer, Chaplain, and Members of the Board** will be held in **August 17, 2019**. If you are interested in contesting in the Election, please fill out the application forms found on **pages 4-7** of this document completely if applicable and return it to the Election Commissioner, Mr. Willie Kim Kamara by the **DEADLINE of MONDAY, JULY 15, 2019 at 5:00 pm**. Include application fees or evidence of payment to LCA DFW Treasurer/Financial Secretary. You will receive further information once your application has been received. The election was rescheduled to give everyone ample time to make the exercise as transparent as possible.

Please Note: There is one application for all positions and can be found on **PAGES 4-7** of this document. Fill it out and provide the information that applies to the position you are applying for.

The Presidential debate is Saturday, August 10, 2019 at 7:00 P.M.

VENUE: New Life Fellowship Church: 3002 W. Eules Blvd. Eules, TX 76118.

The election will be held on Saturday, August 17, 2019 from 11:00 AM-5:00 PM

Until then, fellow Liberians, may the Lord Almighty bless our combined efforts to bring about Love, Peace, Trust, Honesty, and Unity in our daily activities.

Sincerely,



Members of the Election Commission are:

1. Mr. Willie Kim Kamara-Chairman: Wkamara@dcccd.edu -972-824-6086
2. Mr. Emmanuel George-Vice Chairman: Gamoe2002@hotmail.com -817-805-5356
3. Mr. Anthony Massaquoi: Member: Manjahquoi@aol.com -404-630-2132
4. Dr. John S. David-Advisor to the Commission: Jsd817@gamil.com -682-551-4629
5. Ms. Maria Johnson-Chibli-member: Mariachibli@yahoo.com -817-938-1116

ELECTIONS REQUIREMENTS AND CRITERIA

I. GENERAL REQUIREMENTS AND CRITERIA (FOR CANDIDATES)

The general requirements and criteria for determining the eligibility of applications as candidates for elective administrative offices (**President, Vice-President, Financial Secretary, Treasurer and Chaplain**).

1. Shall be Liberian, spouses, of Liberians, their children, and friends of Liberia. (Article III, Sections 1 & 2)
2. Shall at least be **18 years** of age (Article XI I I, Section 2)
3. The presidential Candidates shall be a member in good standing (attend meetings, up to date with dues payments and currently involved with LCA activities.
4. Shall be a legal resident of United States of America and have resided in the Dallas Fort Worth-DFW for at least one year to the date of elections
5. Shall fill out an elections application form which requires some basic background information on the applicant and his/her understanding of the LCA, the head and/or in general. Same shall be filed with the Elections commissions, along with necessary fees, a cover letter declaring intention to contest for an elected position. A copy of resume and/or curriculum vitae of the applicant addressing specific items from the specific candidate guidelines must be attached.
6. Shall pay an application filing and processing fee of **\$60.00** (sixty dollars for president and vice-president, **\$25.00** (twenty-five dollars) for Financial Secretary, Treasurer and Chaplain respectively.
7. Payment must be made only in the form of money order and/or certified Bank check made payable to: **The LCA-DFW account Number: 553873832**
8. Shall have no criminal record (felony) within the last seven years. An official background check is possible.
9. In order to be considered an official candidate for any office, all required documents **MUST** be received no later than **JULY 15, 2019**.-DEADLINE at 5:00 pm. All document submitted shall be the property of the election commission.

II. VOTING REQUIREMENTS (INDIVIDUALS):

1. Shall be **18** (eighteen years) of age or older.
2. Shall be a bona fide member of **LCA** chapter and in good standing.
3. Shall present a valid picture identification (State Identification or Driver license).

A list of membership in good standing as defined by the LCA Constitution will be applied to this process,

All candidates and bona fide members are strongly advised to observe the fulfillment of this requirement. Only a bona fide list will be utilized during the voter qualification process. The elections commission will compile a master list which will be verified by LCA leadership. This shall be the only list utilized during the elections.

III. ELECTION ELIGIBILITY REQUIREMENTS FOR SPECIFIC OFFICES.

In addition to the general elections requirements and guidelines candidates must meet specific minimum requirements for the offices of **President, Vice-President, Financial Secretary, Treasurer and Chaplain.**

1. **CANDIDATES FOR PRESIDENT MUST:**
 - a) Have at least a high school education
 - b) Have documented organizational leadership ability serving any organization and/or association. This must be submitted along with other documents required.
 - c) Shall be a permanent resident of the United States of America/Texas and reside in the electorate region for not less than two (2) years.
2. **CANDIDATES FOR VICE-PRESIDENT MUST:**
 - a) Have at least a high school education.
 - b) Have a documented organizational leadership ability serving any organization and/or association
 - c) Have resided in the electorate region for not less than two (2) years.
3. **CANDIDATES FOR FINANCIAL SECRETARY MUST:**
 - a) Have a High School Diploma and/or its equivalence
 - b) must be computer literate.
 - c) Must have good written skills/ typing skills with computers.
4. **CANDIDATES FOR TREASURER MUST:**
 - a) Have at least a High School Diploma or its equivalence
 - b) Have minimum knowledge of accounting, business and or bookkeeping (attach documentation).
 - c) Have the ability to prepare a financial report.
5. **CANDIDATES FOR CHAPLAIN MUST:**
 - a) Have at least a high School Diploma or its equivalence
 - b) Have/hold Church membership in one of our local Churches
 - c) Shall be in good standing in a local Church.

IV. VOTING PROCEDURES & INSTRUCTIONS

1. Voting shall be by secret ballot only marking an "X" next to the candidate(s) you wish to vote for
2. Use only the pencil/pen provided.
3. Do not cross out- if you change your mind, exchange your ballot for a new one
4. Do not use ✓ mark
5. After marking the ballot, insert your ballot into the slot in the box. Do not fold the ballot
6. After the close of polls, two representatives of each candidates will witness the counting of ballots along with members of the Elections Commission Committee.

PARTICIPATING INDIVIDUALS.

1. All participating individuals must be qualified by **JULY 15, 2019**. That is, participating individuals must be a bona fide member of the LCA by **JULY 15, 2019**.
 2. Membership list **must** be submitted by **JUNE 30, 2019**
 3. Delinquent individuals must meet their financial obligations to LCA (i.e. they must pay their **2018-2019** annual dues to LCA which is simply **\$60*2 = \$120.00- 2 years**)
 4. New individuals must meet their financial obligations to the LCA (i.e. they must pay their registration fee of \$5.00 and **current dues of \$5.00** to LCA if they join during the
 5. month/season of the election.
- All financial obligations must be paid through the office of LCA Treasurer by **JULY 15, 2019**. Money order please and made payable to: LCA Account: # 553873832.

THE ELECTIONS COMMISSION
LIBERIAN COMMUNITY ASSOCIATION IN THE DALLAS FORT WORTH
c/o **Mr. Willir Kim Kamara - ELECTIONS COMMISSION CHAIRMAN**
5410 BONTOWN ROAD. GARLAND, TX 75043-E-MAIL: WKAMARA@DCCCD.EDU (972) 824-6086 (C)

2019-2020 LCA GENERAL ELECTIONS OF ADMINISTRATIVE OFFICERS
APPLICATION FORM

(Please Complete and return to the Election Commission Headquarters-MUST BE TYPED)

POSITION APPLIED FOR:

A: PERSONAL

NAME:

First

Middle

Last

ADDRESS:

Number and Street

Apt

City

State

Zip code

TELEPHONE: ()

()

Home

Work

DATE OF BIRTH:

PLACE OF BIRTH :

MARITAL STATUS: Married ()

Singe ()

Other ()

B. WORK HISTORY

(Please indicate job title/position held and name of employer)

Position/Employer

Year(s)

1.

2.

3.

4.

C. OUTSIDE LIBERIA:

Position/Employer

Year(s)

1.

2.

3.

4.

Signature:

Date:

D: EDUCATION

Academic (Highest level) _____ Year(s) _____

Name of Institution and Location _____

Professional /Specialized Training (Highest Level) _____

Name of Institution and Location _____

E. ORGANIZATIONAL AFFILIATION

(Past and Present at home and abroad) please state position and name of organization.

LCA: _____ Year(s) _____

COMMUNITY ORGANIZATION/ASSOCIATION/CHAPTER: ____ Year(s) **(Article XII\12I Sessions 1, 2)**

- I.
- 2.
- 3.

COMMUNITY ASSOCIATIONS: _____ Year(s) _____

- I.
- 2.
- 3.

COUNTY ORGANIZATIONS (Optional) _____ Year(s)- _____

- I.
- 2.
- 3.

SPECIAL INTEREST GROUPS: (Optional) _____ Year(s) _____

- I.
- 2.
- 3.

IC;N\I LRL: _____ **1).111.0**

Note: Optional section could be viewed as discriminatory

PRE-INTERVIEW QUESTIONNAIRE-MUST BE TYPED.

1. To what extend and/or in which capacity have you participated in LCA (General body) activities over the years (specify):

2. Please summarize your campaigns agenda on improving relations between LCA and its local community as well as LCA and COLOSUS:

3. Please summarize your campaigns agenda on developing working relations between the **LCA** and Conference of Liberian Organizations in the Southwestern United **States-COLOSUS**.

4. Briefly state your campaigns agenda on National issues facing Liberians. Comment specifically on:

a 1.) How can Liberia attract potential investors to Liberia.

a2.) How can the Liberian Government ensure that future foreign investment will have long lasting benefits to Liberia¹

b) Education in Liberia. How to go forward.

c) Democracy and the rule of law in Liberia.

d) National Unity and trust

5). Briefly identify proposed projects and activities that will enable the LCA to achieve its aims and objectives as stated in the current constitution and by-laws:

6.) What is your opinion on Liberia's involvement in regional economic union as a means to its growth and development?

7.) Do you support the pica for Dual Citizenship for natural born Liberians and those born or Liberian parentage? If yes/no, explain.

Liberian Community Association DFW.

GENERAL ELECTION ELECTION COMMISSION ANNOUNCES

2019 LCA PRESIDENTIAL ELECTION

Please Note:

The protocols and rules of each General Election are determined and set by the Elections Commission **(Article V (5): Section 13)** in keeping with the spirit and intent of Constitution & By-Laws.

The **LCA** Elections Commission is elected/appointed by **LCA** General Assembly and serves at the pleasure of the **General Assembly** until the successors are named in another popular election/appointment **(Article VI (6) Section 3 & 5).**

No member of the Election Commission is eligible to hold an elected office or get involve in campaigning. Members with such ambitions are required to resign, before pursuing partisan interest **(Article VI (6) Section 6).**

When votes are tied, the Election Commissioner Chairman is empowered to break the tie by casting the winning vote **(Article XIII (13) Section 4).**

Presidential candidates must have lived in the Dallas Fort Worth **(DFW)** Metropolitan area, for at least two (2) years, and attain **18** years of age or older; hold at least a high school diploma or its equivalent, have worked/support **LCA** projects, understand how to manage/handle crisis in the community and qualified as a registered member of Liberian Community Association **(LCA).**

On the day of the election, no flyers or posters of contestants are allowed on the building or immediate vicinity of the election.

No absentee voting. All qualified individuals must be present to vote or declared as winner.

Contested Positions

	<u>Application Fees</u>
1. President & Vice President	\$60.00
2. Financial Secretary	\$25.00
3. Treasurer	\$25.00
4. <u>Chaplain</u>	\$25.00

2019 Election Important Event & dates

1. Monday, JULY 15, 2019, 12:00 pm...**DEADLINE: Last date to accept applications.**
 2. Thursday, AUGUST 10, 2019, 7:00pm- Presidential DEBATE
 3. **Saturday, AUGUST 17, 2019-Election Day (11:00 A.M.-5:00pm): Results to be announced at 6:00pm at the Election Designated Headquarters.**
-

Interested aspirants are required to fill out the applications completely and return it to the Election Commissioner, Mr. Willie Kim Kamara, by Monday, **JULY 15, 2019**, with applicable evidence of payments (receipt) to LCA Treasurer. Additional information will be provided once the application has been received.

No one will be allowed to vote, without making a **FULL PAYMENT** of LCA dues, from the date of the vote's original application, up to **JULY 2017**. This means that if you voted in the last LCA Election, there should be a record of your original application dating back to the 2017 election.

All new applicants are required to fully pay dues (\$5.00 monthly) from January to AUGUST (8 months) to vote, if they are applying for the first time at any time in 2019,

The Election Commission will verify all applicants' eligibility to vote or hold office, by checking with the current administration to provide clearance for each applicant.

Dues can be deposited at LCA Chase Bank account

- **Account Name: LCA-Dallas Fort Worth-DFW**
 - **Account Number: 553873832**
-

Please keep your receipt for verification of payment at the **BANK**.

Signed:



Mr. Willie Kim Kamara

LCA-DFW ELECTIONS COMMISSIONER: Wkamara@dcccd.edu: 972-824-6086 Cell

2019-2020 LCA GENERAL ELECTION

Election day: August 17, 2019 at 11:00 am to 5:00 pm. Two polling stations will be opened, one in Euless at **New Life Fellowship Church, 3002 W. Euless Blvd. Euless, TX 76040** and another in **Dallas-9858 Plano Rd, Dallas, TX 75238**.

Each candidate will send **two** representatives as observer and will have the right to report irregularities to the site coordinator or Election Commission for investigation.

No delinquent members will be allowed to vote, until their dues are paid. Anyone owing more than one year dues, for the last two years, **MUST PAY AT LEAST \$60.00 OF WHAT IS OWED** to vote.

LCA members will be allowed to pay their balances and vote at the election site. The financial records will be on hand to verify all claims.

NO APPLICATIONS FOR NEW MEMBERS will be accepted at any voting site on **AUGUST 17, 2019, election day**.

The polls will be open from **11:00 am to 5:00 pm**. This is intended to give additional time to working people to make it to the polling stations.

There will be **NO EARLY VOTING, NO LATE VOTING** or **VOTING by PROXY**.

ABSOLUTELY, NO ALCHOLIC BEVERAGES WILL BE ALLOWED WITHIN THE ELECTION CENTERS

Thanks



Willie Kim Kamara

LCA DFW ELECTION COMMISSIONER: Wkamara@dcccd.edu; 972-824-6086

At the **June 15 ,2019** LCA General meeting, the General body asked the Election Commission to incorporate the current **2019 LCA** Presidential Election with Election of the LCA Board of Directors. It is in this spirit that the Election Commission is announcing the election of members of the Board of Directors for LCA, DFW.

The Election Commission is now accepting applications to elect members of the Board for the organization.

What is the responsibility of the Board? Here is what the LCA Constitution says:

ARTICLE XI

Board of Directors

Section 1: The Board of Director (**"The Board"**) shall be the advisory and internal and external conflict resolution arm of the Association. All conflicts or disciplinary issues which the administration cannot resolve shall be deferred to the Board of Directors for resolution.

Section 2: All decisions of the Board of Directors shall be final and may be received only by the General Assembly for consistency with the spirit of the Constitution and By-Laws.

Section 3: Board members shall be elected by the General Assembly for a period of three (3) years.

Section 4: The Board shall meet and elect its own officers and establish its own rules in accordance with this constitution. All Board elections shall be conducted by the LCA Elections Commission.

Section 5; The Board shall identify new sources of revenues and donors to be pursued by the LCA Administration

Section 6: All Board members shall be eligible for re-election or re-appointment at the discretion of the General Assembly without term limits.

Page 11.

Section 7: The Board shall have five to ten members; a simple majority shall constitute a quorum to conduct business.

For interested individuals, please pay close attention to:

ELIGIBILITY:

1. All applicants for Board membership must have lived in the **DFW** Metropolitan area for at least two years and must be a current member of **LCA DFW**.
2. All applicants must be up to date with their dues to **LCA DFW** (from January to November 2018)
3. All applicants who owe dues may pay their balances by **JULY 15, 2019** to qualify vote/running to be consider to the Board.

Voting Process

1. **Between 5 to 10 applicants** will be chosen by secret ballots based on the individuals with highest vote.
2. If there is a tie, there will be another round of voting, by secret ballots, among the candidates with the tied ranks. This process will continue until the 10th candidate is chosen by members of the LCA Assembly.
3. Names of candidates who are absent will be discarded or expunged from the ballot.

MEMO: 1:2: 6/21/2019

2019 LCA DFW General Election Re-open with a new date of **August 17, 2019**

General Information: Release to the community

On **June 15, 2019**, in the city of Euless, TX, the Liberian community Association-LCA DFW, held its regular monthly meeting. At this meeting, presided over by President Daniel Dogba of LCA, DFW, the General Assembly present, voted unanimously to reopen the previously scheduled LCA, DFW Presidential Election of June 8, 2019. This opens the Election to ALL interested applicants for ALL Contestable positions. Also, the Assemble votes unanimously to hold both the General Elections and the Elections of the LCA, DFW Board of Directors on the same date.

In view of the above, the elections for: **President & Vice President, Financial Secretary, Treasurer, Chaplain and members of the Board of Directors** will now be held on **Saturday, AUGUST 17, 2019**.

All qualified and interested individuals are urged to apply by the deadline. The election was rescheduled to give everyone ample time to make the exercise as transparent as possible. Please Note: There is one application for all positions, and it can be found on PAGES 4-7 of this document. Fill it out completely and provide the information that applies to the position you are applying for.

The **DEADLINE** to submit all applications is **MONDAY, JULY 15, 2019 at 5:00 pm**. The Election will be held on **Saturday, August 17, 2019 from 11:00 AM- 5:00 PM** during the regular LCA meeting at **New Life Fellowship Church (3002 W. Euless Blvd, Euless, TX 76118 and 9858 Plano Road, Dallas, TX 75238) respectively**.

Until then, fellow Liberians, may the Lord Almighty bless our combined efforts to bring about Love, Peace, Trust, Honesty and Unity in our daily activities.

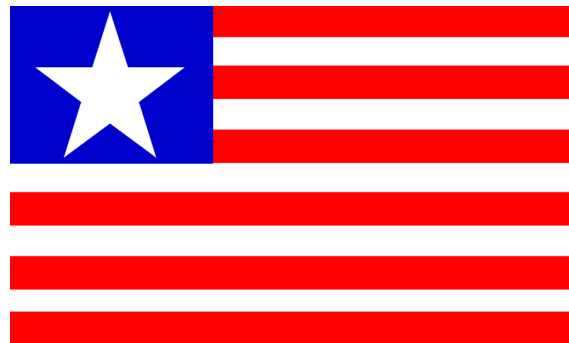
Sincerely



Members of the Election Commission are:

1. Mr. Willie Kim Kamara-Chairman: Wkamara@dcccd.edu -972-824-6086
2. Mr. Emmanuel George-Vice Chairman: Gamoe2002@hotmail.com -817-805-5356
3. Mr. Anthony Massaquoi-Member: Manjahquoi@aol.com -404-630-2132
4. Dr. John S. David-Advisor to the Commission: Jsd817@gmail.com -682-551-4629
5. Ms. Maria Johnson-Chibli-Member: Mariachibli@yahoo.com -817-938-1116

The
Liberian Community Association



Constitution & By-Laws
Dallas /Fort Worth Metroplex

Approved and Adopted
October 31, 2009
Eulless, Texas

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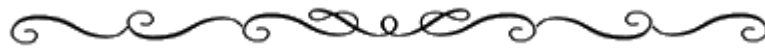
ARTICLE XIV

Amendment

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Affirmation

Committee and Signers
of
The LCA Constitution and By-Laws



Dr. John S. David, Chairman

Lorena-Diggs Travell, LCA President

Mr. Alfred T-Max Davis, II

Mr. Willie Kim Kamara

Mrs. Edith Reeves Jallah

Mr. Albert Zuo

Mr. Jesse Gooding

Mr. Moses Street

Preamble

We, the people of the Republic of Liberia in the Dallas / Fort Worth Metropolitan Area, in order to promote unity among ourselves, encourage social, economic and cultural developments in our community, and secure the blessings of a united front; do hereby organize ourselves into an association to be named and styled the Liberian Community Association of Dallas/Fort Worth, Metroplex.

ARTICLE I Naming Protocol and Style

Session 1

This organization shall be named The Liberian Community Association of Dallas / Fort Worth, Metroplex.

Session 2

The Liberian Community Association of Dallas / Fort Worth may be referred to as LCA/DFW or LCA.

ARTICLE II Vision, Mission, and Goal

Session 1

Vision: All Liberian residents in the Dallas/Fort Worth area will engage in programs and participate in services that assist former and newcomers in the country become productive members of their new American communities, without detaching from their African heritage.

Session 2

Mission: Our mission is to help residents and resettled Liberians by promoting cross cultural activities, educational and socioeconomic development awareness programs in the Dallas Fort Worth area of Texas, USA.

Session 3

Goals: LCA shall endeavor to promote education and development of socioeconomic skills for personal advancement and cross-cultural experiences; advance Liberian culture; promote unity and peaceful coexistence; cultivate an environment for volunteer services, charity, and carry out programs and services that may help Liberians in USA and Liberia.

ARTICLE III Membership

Session 1

Membership in LCA shall be extended to all Liberians living in the Dallas/Fort Worth area and adjacent parts of the Metropolitan region.

Session 2

Spouses of Liberians and friends of Liberia, irrespective of ethnic origin or race, may become members of LCA and enjoy all rights and privileges in the organization.

Session 3

Membership shall be renewed automatically each year, as long as the member is in good standing with LCA. However, an individual membership can be withdrawn by request of the member in question or decision of the Executive Committee for acts contrary to the goals and mission of the Liberian Community Association of Dallas /Forth Worth.

Session 4

An initial nonrefundable membership processing fee of five dollars (\$5.00) shall be charged. This is not a membership fee. It is for people registering for the first time only.

Session 5

All members shall be issued some form of identity cards, copy of the By-Laws and Constitution, and access to LCA website.

Session 6

It shall be the collective responsibilities of every member to acquaint new as well as old area residents about the existence, principles, and goals of LCA and membership policy.

Session 7

LCA shall be responsible to the community at-large and shall endeavor to be a vital source of information, programming, and conflict resolution for all Liberian organizations and social groups.

**ARTICLE IV
Official Meetings**

Session 1

The regular meetings of LCA shall be held on the third (3rd) Saturday of every month, or as agreed upon by the general body. The President or designee shall preside over all meetings.

Session 2

All general meetings shall be announced and posted at least two (2) weeks in advance, and the president or designee shall reside over all meetings.

Session 3

All announcements or posted schedules for meetings shall include the time and date, meeting place, agenda and duration of the meeting.

Session 4

The association's primary means of communication shall be by email and other Internet services, as well as conference calls, teleconferences, flyers and other means of communication.

Session 5

Ten (10) or more members present shall constitute quorum at all regular meetings of this Association.

Session 6

All official meetings shall last up to two (2) hours, and members shall not be constrained to stay after two hours of meeting.

Session 7

All businesses of this Association shall originate at a regular meeting, except for emergencies and charities, at which time the leadership may authorize appropriate action.

ARTICLE V
Officers /Election /Installation

Session 1

The principal elected officers of LCA shall consist of a President, Vice President, Financial Secretary, Treasurer and Chaplain. Other officers to be appointed by the President shall include but not limited to Secretary, Recording Secretary, Ways and Means Secretary, Social Committee Secretary, and Presidential Advisor(s). The President shall appoint as many committees necessary for the smooth operation of the Administration. The chairperson of each committee shall be elected by its members.

Session 2

There shall be an auditor for the Organization who shall be appointed by the general assembly.

Session 3

The auditor shall prepare and submit an audit report to the general assembly in April of each year. After the assembly duly approves the report, it shall be turned over to the LCA president to form a part of the official document of the organization.

Session 4

All questions from individuals or the assembly about any audit report must be raised within 60 days, from the date the report is made.

Session 5

When there are major reasons for concern about any audit reports, the general assembly shall appoint a committee to investigate and make recommendations for action to the

body.

Session 6

All members of the Association shall be eligible to hold elected office, provided all dues from the date of their membership are paid in full, by the time a declaration of intent to contest an election is made.

Session 7

All elected candidates must have attended official meetings regularly, for at least 60% of the time. (Official excuses that are granted by the president or designee will be considered as a part of the regular attendant records.)

Session 8

General Election shall be held once every two years, on the second Saturday of June in an election year, unless the body decides to change the date and only by a recommendation from the Election Commission.

Session 9

The newly elected officers shall be installed immediately after the election. The Chairman of the Elections Commission shall serve as presiding officer in charge of the installation program.

Session 10

The outgoing administration shall turn over the presidential office to the elected president in two weeks, from the date of election. The event shall take place in a general assembly, with the Election Chairman presiding.

Session 11

The turn over ceremony shall include an inventory of LCA properties, financial records and banking information, official letters, notes, reports, and legal issues that might be pending.

Session 12

The incoming administration may choose to audit the outgoing administration, and such decision must be made within 60 days, from the date of the official turn over. After 60 days, the general assembly must approve of the request to audit the outgoing administration.

Session 13

The protocols of all general elections shall be determined by the Elections Commission and shall have these rules publicized at the time the election is declared open.

ARTICLE VI-6
Elections Commission

Session 1

Confidence in the electoral process is a key component in a democratic society. Hence, it is vital to ensure that those in charge of planning and conducting the elections are vetted thoroughly before they are entrusted this crucial responsibility.

Session 2

The general assembly shall elect three (3) members of the Association to serve as chairman, cochairman, and a secretary of the Election Commission.

Session 3

The Elections Commission shall be elected by the general assembly by October 24 in the year proceeding an election year.

Session 4

The Election Commission shall make rules to govern the election process each election year and publish all rules. All such rules must be in line with the Constitution and By-Laws.

Session 5

The Elections Commission shall be a standing committee and the officers shall serve until their successors are elected by the general assembly.

Session 6

All members of the Election Commission must be members of LCA and in good standing, with a reputable character in the community. No member of this Commission shall be eligible for an elected position while on the Commission. Individuals with political interests must resign first before running for office.

Session 7

All aspirants for office shall file a formal application to the Election Commission within 30 days before the general election. The Elections Commission shall seek to verify the eligibility of the candidates by obtaining clearances from the president about each candidate's attendance and dues record.

ARTICLE VII-7
Duties of Officers

Session 1

President: The President shall call and preside over all official meetings. It shall be his or her duty to educate and acquaint all members with the By-Laws and Constitution and ensure that each member has a copy.

Session 2

The president shall be the executive officer of this Association and shall be in charge of its officers and functions, and should therefore be accorded due respect by all members.

Session 3

The president shall represent the Association at all times; speak and transact business for the Association according to the Constitution and By-Laws.

Session 4

The President shall have signatory authority to all accounts of the Association but shall not have sole signatory authority to withdraw funds. No withdrawal can be made from the Association's bank account(s) without the signatures of the President, Treasurer or Financial Secretary.

Session 5

All withdraws from any LCA bank account will require no less than two qualified signatures.

Session 6

Vice President: The Vice President shall succeed and exercise the powers of the President in the event of absence, death or illness; and to act on standing committees of Charity and Finance and other committees as deemed necessary by the President.

Session 7

- A. The Treasurer shall be the chief custodian of all Association funds and moneys and shall receive all moneys through the Financial Secretary with receipts for deposit.
- B. All funds shall be deposited into the Organization bank account within two (2) business working days.
- C. No funds of this Association shall be deposited in an individual or private bank account, except in cases of emergency, when the LCA account is not available.
- D. Upon a 2/3 majority votes of members, the Organization may utilize a private account to deposit its funds temporarily, in case of emergencies.
- E. The Financial Secretary shall prepare and present official financial statements at regular meetings quarterly; make detailed annual financial report at the end of each fiscal year; order moneys to be paid out at the request of the President; and shall submit all documents for review and cooperate with all audit proceedings requested by the Association.

Session 8

The Secretary shall be the chief custodian of all official records and seal of the Association. He/she shall be responsible for all internal and external official correspondences. He/she shall be present at all called as well as regular meetings and record all proceedings of such meetings of the Association and shall read same at regular meetings for possible corrections and adoption.

Session 9

The Assistant Secretary shall act in the absence of the Secretary.

Session 10

The duty of the Chaplain shall be to provide a spiritual leadership for LCA at all meetings of the Association and may perform other duties as may be assigned by the President.

Session 11

The President shall appoint directors of all standing committees, accept the Elections Commission, and appoint officials of the Association within ninety (90) days of such appointments. The President shall assign additional duties and responsibilities of standing committees for the smooth operation of the Association.

**ARTICLE
VIII-8
Financial**

Session 1

There shall be a monthly membership due and shall be determined by the general assembly but the amount may not exceed \$10 and may not be reduced to less than \$5.00 a month. The secretary shall provide a verifiable record or receipt of all payments.

Session 2

All members under the age of 16 years old shall be exempt from due payment.

Session 3

Any member in arrear of six (6) months or more shall be declared dormant; all voting rights and other benefits and privileges shall be suspended until such arrears are paid.

Session 4

All members are encouraged to make voluntary contributions to charity when called upon by the President or a committee on charity.

Session 5

LCA shall oblige itself to serve the interests of its members in times of hardships or such act of nature or divinity that might leave one destitute or bereaved. In such circumstances, the Charity Committee shall ensure that some services are provided for the needy.

Session 6

Ten percent (10%) of all funds raised for charity purposes shall be retained in LCA account for the Charity Committee.

Session 7

Thirty percent (30%) of all charitable contributions for non LCA members or a member that is declared dormant shall be retained in LCA account for the Charity Committee.

**ARTICLE IX-9
Committees and Duties**

Session 1

There shall be at least eight (8) standing committees of the Association which shall include: 1) Financial Committee, 2) Charity Committee and 3) Community Relations Committee (4) Ways and means (5) membership Committee (6) Web Management Committee (7) Sports Committee and (8) Elections Commission.

Session 2

The duties of the Financial Committee shall be to examine the books, vouchers and all financial records of the Treasurer and Financial Secretary of the Association and make a detailed report on a quarterly basis. Said report shall be presented in a regular meeting as follows: March, June, September and December. This report shall include the examination and audit of all bills, accounts and claims that may be presented to the Association; said report to be in writing. No account shall be accepted by the Association until it has been examined and reported thereon by the Financial Committee. The Chair of this committee shall have adequate training and experience in Accounting and Auditing.

Session 3

The Charity Committee shall discuss and recommend charitable bequest of the Association to the president for appropriate action.

Session 4

The Community Relations Committee shall serve as an advocate arm of LCA/DFW to build and maintain relations amongst LCA and other organizations in the community, in the southern region, and nationally.

Session 5

All standing committees shall report at a regular meeting. All other committees, whether standing or otherwise, may report at the meeting to which they were appointed whenever requested by the President or the Association.

Session 6

The Elections Commission shall be in charge of all general elections protocols and shall plan and conduct elections in keeping with the By-Laws and Constitution of LCA / DFW.

Session 7

The membership Committee shall be in charge of recruiting new members, maintaining membership database, conduct periodic membership drive, arrange and introduce new members.

Session 8

Ways and Means and Program Committee shall be in charge of finding ways for LCA to raise funds; plan all LCA programs including leadership installation; and coordinate other activities directed by the President.

Session 9

Web Management Committee shall plan, design, maintain and manage the LCA Website. This committee will be headed by a webmaster (Director). The webmaster shall post all LCA photo-up activities and news on the web.

Session 10

All LCA web design and posting shall be in keeping with the Constitution and Federal Laws governing Internet services and protocols.

Session 11

The Sports Committee shall be in charge of organizing and coordinating all sporting activities of LCA. Areas of sporting are: Soccer, Basketball, Kickball, Track and Field, Walking, etc. The sporting activities may be among LCADFW teams or other community teams.

ARTICLE

X-10

Session 1

Discipline

Discipline of this Association shall be in keeping with good moral and lawful standards. An offence of this Association shall be defined as: any and all acts or behaviors which contravene the Constitution and or the By-Laws or any clause (s) thereof; deliberate dissemination of false information and misinformation; use of profanity in official gatherings; physical attacks on others; nonpayment of monthly membership dues;

violating the secrecy of the ballot box of the Association; and any lewd behavior within the Association.

Session 2

No penalties shall be imposed on any member without due process in the presence of the disciplinary Committee consisting of no more than four members, (including the parliamentarian) appointed by the association in a general meeting.

Session 3

In case of impeachment proceedings against the President, the General Body shall have sole authority to preside over such proceedings and may appoint its chairman for the prosecution. If the President is found guilty of behavior that is inconsistent with the spirit of the Constitution, the Vice President shall be immediately installed to complete the unexpired term of the President.

**ARTICLE XI-11
Board of Directors**

Session 1

The Board of Directors ("The Board") shall be the advisory and internal and external conflict resolution arm of the Association. All conflicts or disciplinary issues which the administration cannot resolve shall be deferred to the Board of Directors for resolution.

Session 2

All decisions of the Board of Directors shall be final, and may be reviewed only by the General Assembly for consistency with the spirit of the Constitution and By-Laws.

Session 3

Board members shall be elected by the General Assembly for a period of three (3) years.

Session 4

The Board shall meet and elect its own officers and establish its own rules in accordance with this constitution. All Board elections shall be conducted by the LCA Elections Commission.

Session 5

The Board shall identify new sources of revenues and donors to be pursued by the LCA Administration.

Session 6

All Board members shall be eligible for re-election or re-appointment at the discretion of the General Assembly without term limits.

Session 7

The Board shall have five to ten members; a simple majority shall constitute a quorum to conduct business.

**ARTICLE
XII-12**

Session 1

Affiliations

LCA / DFW may affiliate or cooperate with other organizations or associations operating legally in Texas for the purpose of information exchange, programming and mutual services.

Session 2

Liberian Community Association / DFW may affiliate or cooperate with national organizations or associations operating legally outside of Texas in the United States for the purpose of information exchange, programming and mutual services.

**ARTICLE
XIII-13**

Session 1

Voting

Voting rights will be extended to all active members who are in good standing and have not been declared dormant at the time of voting.

Session 2

In order to be eligible for the positions of president and vice president, all potential candidates must have lived in the Dallas/Fort Worth Metroplex for at least two years; attained the age of at least 18 years, and a high school graduate or above.

Session 3

General Elections shall be by secret ballots and the winning ticket shall be determined by a simple majority vote.

Session 4

When there is a tie, the chairman of the Elections Commission shall be called upon to break the tie.

**ARTICLE
XIV-14
Amendment**

Session 1

This Constitution and By-Laws may be amended by 2/3 of the members present in a constituted meeting of at least 10 members. However, the Secretary shall give a thirty (30) days notice to all members in writing, together with a copy of the Article(s) to be amended and the proposed amendment (s) to be considered.

Session 2

A public forum shall be created by the administration to deliberate on all proposed amendments before voting on the article(s) to be amended.

Session 3

A quorum of ten (10) members shall be required to conduct an official business meeting and reach a binding decision in a general assembly.

Session 4

This Constitution and By-Laws shall take effect on the thirtieth day after the approval date of the document by the General Assembly on the 31st date of October 2009.

Affirmation

We, the undersigned, hereby affirm that, after careful deliberations and reflections on the need, aspirations of the Liberian Community Association, and State Laws, this Constitution & By-Laws was duly approved and adopted in Euless, Texas, by the Liberian Community Association of Dallas/Fort Worth, Metroplex, to take effect on the thirtieth day after the approval date. Done this 31st date of October, 2009, Our Lord, and in testimony thereto, we hereby affix our signatures:

Members of the Constitutional Committee

John S. David, PhD, Chairman _____

Mr. Alfred T-Max Davis, II _____

Mr. Willie Kim Kamara



Mrs. Edith Reeves Jallah _____

Mr. Albert Zuo _____

Mr. Jesse Gooding _____

Mr. Moses Street _____

The Liberian Community Association

Dallas/Fort Worth, Metroplex

Mrs. Lorena-Diggs Travell, LCA President _____