



THE BYLAWS

Of

**Reagan Memorial Baptist Girls Secondary
School Old Girls Association
United States of America**

(ROGA USA)

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**The Bylaws of
Reagan Memorial Baptist Girls Secondary School Old Girls Association
United States of America (ROGA USA)**

Article I – Name

The name of this organization shall be Reagan Old Girls Association, USA (ROGA, USA). ROGAUSA is a 501(c)(3) organization recognized by the IRS as being tax-exempt by virtue of its charitable programs to Reagan Memorial Baptist Girls Secondary School, 23, Commercial Avenue, Sabo, Yaba, Lagos Nigeria and the Reagan Child and shall abide by all the federal requirements to continue to maintain this status.

Article II – Purpose and Goals

The following are the purposes for which ROGAUSA is organized:

1. Promote the interest and welfare of Reagan Memorial Baptist Girls Secondary School and the Reagan Child.
2. Raise funds for the support of the school and active members.
3. Support active members emotionally, spiritually, physically, financially, and socially.
4. Promote educational programs in the school.
5. Increase the active participation of all old girls in the Association.

Article III – Membership

Section 1: Members shall comprise of Old Students (Girls) of Reagan Memorial Baptist Girls Secondary School Yaba, Lagos and who reside the United States.

Section 2: Membership shall begin from the date a sister is added and introduced on the general platform.

Section 3: Active Member: Any member who has paid her dues in the last two consecutive years will be regarded as active and be classified as member-in-good-standing.

Section 4: Inactive Member: Any member who has defaulted in the payment of her dues in the last two consecutive years shall be considered an Inactive Member. Such a member shall revert to being an Active Member once her dues for the current year have been paid.

Section 5: Privileges of Membership: (a) Active Members shall have privileges of voting, holding office, serving on committees, and serving as chairpersons of committees.

Article IV – Duties of Officers

All members of the organization shall have an input or contribute ideas to the life of the organization.

Section 1: President

1. The President shall be the principal officer of the association and shall delegate duties to all officers as is necessary.
2. In general, she will be held responsible for the conduct and affairs of the association.
3. She shall nominate the committees that will help the growth of the organization.
4. She shall preside over the meetings of the members and officers.
5. The president has ultimate responsibility of the operations of the organization.
6. shall present an Annual State of the Association Report at each AGM during the Reunion.
7. shall ensure that all books, reports and certificates required by law are properly kept or filed.
8. shall have the power to nominate advisers (for specific topics and a specific period) to the Executive with the consent of a simple majority of the executive members present at the meeting where the nomination is made.
9. She shall be part of the Finance team.
10. She shall be one of the 3 signatories to the association's bank account.
11. She shall establish and maintain relationships with the principal of the school, presidents of sister ROGA associations and if possible, with other Alumni associations of other schools and update members as relevant.
12. She shall address any complaints or breaches of the code of conduct as contained in the manner prescribed in this document.
13. **Required Skills:** Exceptional leadership and managerial skills; Must be a visionary with excellent motivational skills; Ability to delegate effectively and supervise others; Good team spirit and a good sense of fair play.

Section 2: Vice President

1. The Vice President shall assist the president in overseeing the affairs of the organization. In the absence of, or the inability of the president in discharging her duties, the vice president shall act as president of the organization with all the rights, privileges and powers as if she had been the duly elected president.
2. If the president is absent when a meeting should begin, the Vice President shall preside until the arrival of the President.
3. **Required Skills:** Same as President.

Section 3: General Secretary

1. The Secretary shall record and keep the minutes of the Association's meetings.
2. Shall keep the contact address and telephone numbers of each member as furnished by the members, and the information of officers in one or more books provided for that purpose.
3. Ensure that all notices and agendas of meetings are duly given in accordance with the provisions of these bylaws;
4. Be custodian of the records
5. Keep a list of post office information,
6. In general, perform duties assigned to her by the president. Meeting
7. Announcements must be sent out 2 weeks ahead of the date.
8. Reminders will be sent out the week of to 2-7 days before the event date.
9. **Required Skills:** Good writing skills; Good IT skills with proficiency in MS Word, PDF, and Excel.

Section 4: Assistant General Secretary

1. The Assistant General Secretary shall assist the General Secretary in all duties to be performed by her.
2. If the General Secretary is absent at a meeting, the Assistant General Secretary shall send out meeting notices, take
3. attendance and record minutes of any such meeting; and make presentations to the house as required.
4. **Required Skills:** Same as General Secretary.

Section 5: Treasurer

1. The Treasurer shall be responsible for the collection of dues and levies and shall give receipts for monies collected.
2. She shall have charge and custody of and be responsible for all funds of the organization; she shall deposit such monies in banks or other depositories as selected in accordance with the provisions of these bylaws.
3. shall provide the Executives and the general house with the Association's quarterly bank statements and Year-to-Date (YTD) financial statements.
4. shall provide the President with all financial documents upon such request.
5. shall work closely with the Financial Secretary to render financial reports of the preceding fiscal year at each Annual General Meeting (AGM). If the reports are required by statute to be audited, then an audited report must be presented, otherwise, the financial reports approved by the Executives, must be presented. These reports must have been received by active members at least four weeks before the AGM at the Reunion.
6. Keep the association ATM bank card and POS machine and other financial instruments to receive income into the account.
7. She shall be one of the 3 signatories to the association's bank account.

8. In general, the treasurer shall perform all the duties relating to the office of treasurer and other duties assigned to her by the president.
9. **Required Skills:** Good IT skills with proficiency in MS Excel, Word, PDF; Accounting/Book-keeping background is also desirable.

Section 6: Financial Secretary

1. The Financial Secretary shall oversee the flow of financial resources and will oversee the organization's budget and expenditure.
2. The Financial Secretary shall keep a precise record of the organization's spending.
3. The Financial Secretary shall work closely with The Treasurer to handle the book-keeping and produce quarterly financial reports for the Association. These reports must include details of contributions (incomes) and expenditures of the Association.
4. The Financial Secretary shall produce to the General House, quarterly Bank Statements of all ROGA USA accounts downloaded from all banks in which ROGA USA accounts are held.
5. She will present an Annual financial report at the Annual General Meeting detailing income and expenditures.
6. The Financial Secretary Shall also produce Year-to-Date (YTD) summary of current fiscal year financial reports.
7. The Financial Secretary, Treasurer, and all signatories to ALL ROGA USA accounts shall make available to the general house, a quarterly statement generated from the Banks in which the accounts are held, detailing the inflow and outflow of funds in all accounts. A statement generated by the Financial Secretary and / or Treasurer shall not suffice.
8. The Financial Secretary shall, in conjunction with the Treasurer, render the financial reports of the preceding fiscal year at each AGM. If the reports are required to be audited by statute, then an audited report must be presented, otherwise, the financial reports approved by the EC can be presented. These reports must have been received by active members at least four weeks before the AGM.
9. The Financial Secretary shall, in conjunction with the Treasurer or Secretary, file all taxes as required by the statute of a non-profit organization.
10. She shall be one of the 3 signatories to the association's bank account.
11. She shall provide an up-to-date list of dues paying members to the electoral chairperson with the assistance of the treasurer.
12. She will present the financial report at the annual general meeting.
13. **Required Skills:** Good IT skills with proficiency in MS Excel, Word, PDF; Accounting/Book-keeping background is also desirable.

Section 7: Publicity Secretary/Media Maven –

1. She is responsible for the dissemination of information about the organization to the members and public by advertising in appropriate journals, magazines, including but not limited to the use of the internet and social media.
2. The Publicity Secretary shall contact other related organizations with the view of widening the organization's scope of activities and interaction.
3. The Publicity Secretary shall handle all publicity on behalf of the Association.
4. The Publicity Secretary shall publish The Reaganites, ROGA USA's signature magazine to be distributed at Annual Reunions.
5. shall compile and keep photographs, videos and brochures of the Association.
6. shall post photos and videos on social media as needed.
7. The Publicity Secretary shall be responsible for all social media publicity including Facebook, Twitter, Instagram, WhatsApp and other social media tools as applicable.
8. **Required Skills:** Good IT skills with proficiency in publishing software and social media tools.

Section 8: Assistant Publicity Secretary

1. The Assistant Publicity Secretary shall assist the Publicity Secretary in all duties to be performed by her.
2. If the Publicity Secretary is absent at a meeting, the Assistant Publicity Secretary shall make presentations to the house as required.
3. **Required Skills:** Same as the Publicity Secretary

Section 9: Social Secretary

1. shall plan and implement approved social programs for the Association.
2. shall automatically be a member of any Local Organizing Committee for Annual Reunions.
3. shall celebrate members on their birthday on the Association's social media platforms.
4. **Required Skills:** Excellent sociable skills; Good public speaking capabilities.

Section 9: Welfare Officer

1. The welfare officer will take an interest in the well-being of members and will work to promote good relations between members.
2. She will endeavor to identify and make contact with old students of the school and encourage them to become actively involved with the association.
3. She will be in a position to advise the Executive Council on provisions of welfare for members who require such; and will maintain confidential information of such communication.
4. She shall help active members obtain available non-financial resources within ROGAUSA whenever such is needed.

5. The General Secretary shall share the ROGA USA Members Directory with Welfare Officer who shall maintain the confidentiality of such information.
6. shall maintain a membership register and provide information to the Executives whenever applicable.
7. shall be responsible for membership development and growth, especially by developing communication with all ROGA USA members who reside in the USA.
8. shall seek out and contact members who have become inactive with a view to bringing them back into the fold and getting them to attend regular meetings and the Reunion.
9. shall encourage full attendance at every meeting of the Association and do follow-up on absentees.
10. shall seek out the welfare of members and inform the President of cases needing attention or support.
11. **Required Skills:** Well-matured and empathetic approach to human issues; Excellent personnel, motivational and persuasive skills; Proficient in MS-Word and MS-Excel.

Section 10: Assistant Welfare Officer

1. The Assistant Welfare officer will assist the Welfare Officer in all duties to be performed by her.
2. If the Welfare Officer is absent at a meeting, the Assistant Welfare Officer shall make presentations to the house as required.
3. **Required Skills:** Same as the Welfare Secretary

Section 11a: Ex Officio

Each election year, there will be a maximum of 3 positions open for past board members as needed. Ex-Officios shall serve for the continuity of the organization and in an advisory position. These members will have equal participatory and voting rights as board members.

The Ex-officios shall be comprised of (as needed):

1. the Immediate Past President or Vice President
2. the Immediate Past General Secretary or Assistant General Secretary and
3. the Immediate past Financial Secretary or Treasurer.

Ex-Officios cannot serve more than one full term of 2 years with the incoming executives.

If the current president is re-elected for a 2nd term, there shall be no continuance of the Immediate Past President ex-officio office.

If the current General Secretary or Assistant General Secretary is re-elected for a 2nd term, there shall be no continuance of the Immediate General Secretary ex-officio office.

If the current Treasurer or Financial Secretary is re-elected for a 2nd term, there shall be no continuance of the Immediate Financial Secretary or Treasurer ex-officio office.

Section 11b: Board of Trustees

The executives shall appoint five (5) active ROGA USA members of impeccable character who have had at least 7 years history of good service in the association to the Board of Trustees. The appointment shall be ratified by the general house.

The Board of Trustees shall serve as an advisory board by assisting the association in making appropriate decisions that will structure the association. They shall also help the association to gain new insights and advice to solve association problems or explore new opportunities by stimulating high quality conversation.

The Board shall seek to ensure the best interest of the organization and all stakeholders in all types of decisions.

Every five (5) years, the board of trustees composition shall be assessed and replacements recommended to the general house by the executives. A simple majority of of active members will required for each board member to be replaced or retained.

A member of the Board shall serve until such a time she is replaced by the general house or due to death, incapacitation, resignation, removal due to improper conduct, or any other reason considered necessary to advance and preserve the objectives of the Association.

Section 12: Committees:

The Executives shall have the power to create Committees such as Project Committee, Audit Committee, Welfare, Scholarship, Benevolent, Endowment, by a majority vote within the Executives.

The chairperson shall seek volunteers from active members from the general membership.

Section 12b: Event Planning Committees

- Members on that committee shall come together to discuss, plan and agree on items and vendors for an event.
- Vendors shall be brought in by committee members and it shall be decided upon by vote who the best vendor will be to serve during that event.
- All actions shall be taken with the interest of the organization.
- All members within the committee shall agree collectively on said items/vendors before presentation to the Executives or the House.
- A tentative budget shall also be presented to the Executives at least 5 months before the event.

Section 13: Absence or Illness

Any elected officer that does not perform their role accordingly and remains incommunicado for a period of 3 months will be released from the same position by simple majority of the executives vote.

An elected official may take a leave of absence of up to 3 months because of (1) Illness (2) Extensive family or work obligation with due notice from the executive in question.

During this time, the Assistant Officer shall take over the responsibilities assigned to the official. If there is no Assistant, the President shall appoint a temporary member (either a current officer or from the general active members) to perform the responsibilities of the position.

Section 14: Vacancy

The President with the consent of a simple majority of the executive members shall have the power to nominate active and willing members to vacant positions until the next election.

Section 15: Handing over

Each outgoing officer shall turn over to her successor all books, keys, papers, and other pertinent information required for the incoming officer to fulfill the responsibilities of her office within 30 days of the new election.

Article V – Elections

Elections - All candidates for office shall have given consent to their nominations for candidacy and shall have been made aware of the duties of the office.

When there is only one candidate for office, the candidate shall be deemed to be elected unopposed.

When two or more persons are nominated for the same office, vote shall be done by ballot. Ballot voting shall be conducted virtually by an approved form of technology that is available at the time.

Elections shall be conducted in May of the election year.

New members that were newly added to the membership during the election year shall not have any voting or candidacy rights in the year of election. They will not have met the minimum attendance and dues requirements.

All communications between the current executives and the electoral officers shall be via one email for transparency and open communication.

Siblings or same family members shall not hold a position nor serve in the executive tenure in which a family member is currently serving. A sibling may serve in a committee in which there is no conflict with her sibling.

Requirements for Elections

a) To be eligible to vote, members should have satisfied the following requirements:

- Be a paid up and active member.
- Have attended a minimum of 3 general meetings.
- Shall have paid her dues for the current fiscal year in which an election or item to be voted on is to take place.

b) To be eligible to run for office, candidates will be vetted by the electoral board. Eligibility will include:

- Apply and submit intention to run to the electoral committee.
- Good conduct within the organization as outlined in Article VIII.
- Qualifications for the position based on required skills defined in Article IV - Duties of Officers
- Run a discretionary, wholesome campaign within the specified period and medium.
- Shall be an active paid member for a minimum of two years including the year in which she is running for office.
- Have attended a minimum of 6 general meetings in the prior 2 years before the election
- Have attended a minimum 6 executive committee meetings in the prior 2 years if she is rerunning for an executive office.

c) Annual dues payments must be made at the latest, four (4) weeks before the election day.

d) No name shall be added to the voters list four (4) weeks before the election.

e) Only members who are residents of the United States at the time of the election are eligible to take part in the election process.

f) **Term of office:** One single term of office shall be for a period of two (2) years only.

g) An unelected member of the executive shall hold a post for one term only. She may run for the same office in a subsequent election.

h) An elected member shall not be eligible to serve in the same office or post for more than two terms.

i) Members running for office must be vetted for good conduct, investigated, and cleared by the appointed disciplinary committee (Article IX) before the elections.

j) A candidate with proven mismanagement of funds such as fraud, embezzlement of organization funds, and withholding organization funds for personal interests, in any ROGA Sister Unit - Set or Country based, shall not be eligible to run for office within ROGA USA or participate on the electoral board.

k) All election correspondence and rules of engagement should be agreed collectively by the executive committee before publishing to the general house.

Electoral Committee:

1. The current Executives shall nominate members of the Electoral committee at least 6 months before the next General Elections.
2. The electoral committee shall comprise 5 volunteers from the General House.
3. Shall submit the names of candidates to the disciplinary committee, the General Secretary, and finance committee for vetting.
4. Any electoral committee member cannot be an elected executive member.

ROGA USA is incorporated in the state of Georgia, and the post office box and banks are located in the same state. Proper arrangement should be made if and when necessary to have an active member transact business on behalf of ROGA USA.

Article VI – Meetings & Dues

The general meetings shall be held every 4th Saturday of every other month, virtually through an approved technology conference except in the month of December and in the case of an emergency meeting.

A Quorum for any general meeting shall be 10 members of the General House and 7 of executive members.

The Annual General Meeting (AGM) shall be held during the reunion at a time and place to be decided upon by the General House. Members may volunteer to host the Reunion in their State.

A Quorum for every executive meeting shall be 7 members.

Except as otherwise provided in this bylaw, all decisions of the association's general and executive members and its committees or subcommittees shall be by simple majority vote of attendees.

The annual dues will be \$120/year or \$10/month. Annual dues shall be paid on or before April 30. If paying monthly, Annual Dues shall be due every 1st of the month. Dues shall be prorated from the date of joining or welcome to the general association platform in the calendar year for new members.

Hardship Waiver for Annual Dues

To request a waiver for Annual Dues, due to illness, disability, or other extraordinary circumstances beyond an active member's control, she shall contact the Financial or Welfare Secretary who will review each case on a case-by-case.

A written statement outlining the circumstances upon which the request for waiver of dues is based shall be submitted to the Executive Committee by the Financial or Welfare Secretary.

The Financial Secretary shall keep a record of members whose dues are waived or to be waived and the dates that such requests were made by the member or by welfare.

Waivers will be reviewed after six (6) months following discussions with the members whose dues have been waived.

Waivers shall be granted only in the following circumstances:

- Unexpected Illness
- Loss of Job
- Disability
- Extraordinary Financial Hardship

Waivers may include:

- 6 months extension before payment of full Dues (may be granted as needed but not more than five (5) times in the life of the member)
- 50% Discount (can only be granted two (2) times in the life of the member)
- 100% Discount (can only be granted one (1) time in the life of the member)

The criteria for removal of a waiver shall be but not limited to:

- Removal by the member from ROGA USA.
- Positive change in member's financial circumstances.
- Missing 3 consecutive meetings (unless incapacitated)
- Inadequate funds in the ROGA USA account to sustain the waiver

The Executive shall review and determine each year the annual dues to be paid by all members of the association and make a recommendation at the Annual General Meeting for acceptance, amendments, variation or rejection. The final decisions on the Dues amount shall be by majority votes of the general members.

During the waiver period, an active member shall continue to be deemed active if they continue to meet the meeting attendance requirements unless they are incapacitated and unable to attend meetings virtually.

Article VII – Checks, Deposits, and Funds

Section 1 - Checks, drafts, etc – All checks, drafts, or orders for payment of money, expenses, notes or other evidence of indebtedness issued in the name of the association shall be deliberated on within the Executive forum. The check, draft or orders must be signed by at least 2 of the 3 authorized officers of the association’s bank account.

- Not less than three (3) quotes shall be sourced from vendors for projects, purchases and or supplies to be reviewed by the executive members of the association.
- Vendors shall be selected based on competence and track record of performance.
- The President shall not expend any amount on behalf of the association for projects or purchases without the approval of a simple majority of the executive which must include the Treasurer or the Financial Secretary.

Section 2 - Deposits: All funds of the association shall be deposited within 7 business days to the credit of the organization in such banks or other depositories as the association may elect.

The financial year of the association shall be from 1st of January to 31st of December of any one year.

The association’s account shall be audited by an external auditor every other year at the end of an executive term and the audited account shall be presented at the Annual General Meeting.

All expenses must be accompanied with a legitimate receipt. All expenses with a legitimate receipt shall be turned in no later than 30 days after the occurrence for full reimbursement.

Article VIII – Conduct

1. Members shall respect and treat one another in a cordial and respectful manner.
2. Members shall stay committed to the life of the organization through, but not limited to, attendance, payment of dues and levies.
3. Good information shall be shared among members to assist with the growth of members and the organization.
4. Members shall be open and show honesty to one another.
5. Members shall abide by the rules governing the organization.
6. Members shall use the social media platforms with dignity and respect. They must follow the rules of engagement provided regularly on the platforms (THE ROGA KISS - Keep IT Simple Sisters guidelines).
7. Members who violate the KISS guidelines for example bullying, going against the organization's best interest, rudeness, etc. shall be subject to disciplinary action as outlined in Article IX and must apologize to the group.
8. **Group List:** Members Shall not copy/crop the list of names of others on the platform for purposes unrelated to ROGA USA.

Article IX - Disciplinary Committee

A 5-member committee consisting of 2 ex-officio (not serving in the Executive Board) members and 3 other members will be nominated by the president with the consent of a simple majority of the rest of the executives present at a meeting where the Disciplinary Committee is constituted. The committee shall consult on all disciplinary issues as it concerns members. This committee shall be charged with assessing and determining conduct by members that are discordant with and violate the code of conduct that is expected of a Reaganite- i.e. behaviors that do not reflect the core values of Reagan, which calls us to be "...noble, loving, Christian women."

This committee will issue a warning to any erring member. Mismanagement of ROGA USA funds, Abuse of Office, Rudeness to a member or the general house, angry outbursts, bullying, and impolite or discourteous behavior, (henceforth referred to as "unacceptable social behavior"), are examples of such.

Members should be free to consult the Disciplinary/Advisory Committee with any grievances they have. It is the responsibility of the Disciplinary/Advisory Committee to investigate, seek solution or redress for aggrieved members.

The Disciplinary Committee shall submit its recommendations to the Executive Committee for a decision which shall then be reported out to the general body.

While a graduate of Reagan Memorial Baptist Secondary School is forever a Reaganite, the committee shall be charged with:

1. Issuing an official, written, warning to an offending member, noting the date, time and the offense for which such a member is being written up by the Disciplinary Committee, with a request for reformation of said unbecoming conduct.
2. Where the offending party persists in engaging in unacceptable behavior, a second, written warning shall be issued by the committee, noting the failure of the offender to conform with expected, socially acceptable conduct in the organization. Where the offending party is unrepentant and continues said pattern of behavior, the committee shall notify the offender that, while she remains a Reaganite, she is barred from any future social events in which ROGA USA is the sponsoring party.
3. Any member alleged to have conducted herself in a manner damaging to the image and reputation of the ROGA USA shall be reported in writing (not anonymously) to the Disciplinary Committee who shall inform the President for necessary action.
4. Any misrepresentation of ROGA USA by any member shall be followed with a written warning and any subsequent violation shall be referred to the Disciplinary Committee.

Article X - Assistance/Support

Full benefit of assistance shall be given to active members in good standing only.

A benevolent fund for active ROGA USA members shall be established.

No more than \$20.00 from each dues payment shall be reserved for the benevolent fund.

An active member can only receive from this purse once every 2 years.

The organization shall assist active members in the following areas:

1. **Loss of a member:** Gift of five hundred dollars (\$500) plus any additional amount raised by the general house, to the family of an active member who passes on.
2. **Unexpected Sickness or Disability of a member:** Gift of two hundred dollars (\$200) plus any additional amount raised by the general house, to an active member.
3. **Loss of a parent:** Gift of two hundred dollars (\$200) plus any additional amount raised by the general house, to an active member.
4. **Loss of a family member:** Gift of two hundred dollars (\$200) plus any additional amount raised by the general house, to a member with the loss of a spouse, child.
5. **Wedding of a child:** Gift of one hundred dollars (\$100) plus any additional amount raised by the general house, to a member whose child is getting married.

In the event that the benevolent fund falls below \$500, the Benevolence Committee may solicit donations from the general house to boost the fund.

No member should do any personal fundraising on behalf of another sister. All benevolence fundraising activities shall be channeled through the Benevolence Committee. Funds raised on behalf of a sister shall be paid by checks or by electronic money transfer for traceability.

For inactive members, a gift shall not be given from ROGA USA's purse. Neither shall funds be raised from the general house on her behalf by the Benevolence Committee.

Article X1– Order of Meeting

The order of the meeting shall be as follows:

- Call to Order
- Opening Prayer
- Minutes
- Matters arising
- Financial Report/Annual Dues
- Officer's Report
- AOB (Any other business)
- Announcements
- Adjournment

Article XII – Amendments to Bylaws

These bylaws may be amended or repealed every 4 years or as/and is necessary at a General Meeting of the Association provided that the following conditions are met:

- a) The motion for such amendment shall be proposed to all members and seconded in writing or electronic form by active members at the Annual General Meeting;
- b) The motion which shall specify the desired amendment shall have been delivered to the General Secretary or the President at least 28 days before the date of the Annual General Meeting at which the proposed amendment is to be debated;
- c) The proposed amendment is carried by at least two-thirds majority of the votes of all active members at the Annual General Meeting or online .
- d) Any amendments due to a change in legislation shall be communicated in writing to members and implemented immediately by the Executive Committee within 5 days.

The vote to amend, repeal or adopt will be taken at the next Annual General Meeting.

All amended, repealed or adopted bylaws must be dated and signed by all the current elected executives and shall take effect immediately.

Article XIII - Activities of the Association

Socials: Yearly Reunion

Members shall celebrate a yearly reunion to be held in different states within the USA; the state will be decided upon by votes at the annual general meeting and with the consent of or at the invitation from members resident in that state.

Reunions shall occur yearly. A reunion may be planned as a members retreat (a non-fundraising activity) or a gala as determined by the house.

The reunion budget and agenda from the reunion committee shall be tendered to the executive for review and the house for final approval prior to the reunion.

It shall be reviewed by the Financial Secretary and the Treasurer in accordance with the budget put together by the executives at the beginning of the year.

Optionally, the reunion activity shall include a charitable donation to a charity of choice within the state where the reunion shall be held as selected by the event planning committee.

Annual Project

The current Executives shall decide upon the annual project. Suggestions from General members shall be entertained, if any. The final deliberation and decisions shall be the vote of a simple majority of the executive members.

The executives shall communicate the final project elected upon to the general members during a meeting and via all communications available.

If required, the Executives or selected members delegated to the project by the executives will recommend contractors. At least 3 quotes shall be submitted to the President and shared with the executives immediately upon receipt of quotes. A simple majority of the Executives shall decide on the contractor during the executive meeting. After the contract has been drawn up but before it is signed, the final decision, amount, and payment scheme shall be communicated and voted on by the executives and stated in the minutes of such a meeting.

The Executives will inform the general members of the decisions made in the following manner: the project, the contractor, the total Dollar/Naira amount, and the payment scheme. After which, the President and the Secretary will sign off on the contract.

All expenses and decisions of the Executives regarding any project shall be posted on the general platform for a simple majority approval prior to embarking on any project.

Benevolent Fund

The Benevolence purse shall focus on the wellbeing of ROGA USA members as described in Article X of this Bylaws.

Anita Roper Scholarship Fund

The Anita Roper scholarship shall continue to be an annual project funded from membership dues to the tune of \$1000 per student yearly. The number of students may increase based on the financial status of the association. The decision to increase the number of students shall be communicated to the general members.

ROGA USA Endowment Fund

The ROGA USA Endowment Fund is in addition to the Anita Roper scholarship but funded separately via donations. The Funds are directed by each donor as specified. For unspecified donors, the Endowment committee shall come up with a yearly budget and support category and shall inform the executive and the general house. The final decision shall be by majority voting and duly documented. The documentation shall be passed on to the finance team for disbursement. See Article XV of this Bylaws.

Article XIV - Endowment

The ROGA USA Endowment Fund shall be set up to sustain the continued education of the Reagan Child and the maintenance of programs through legacy contributions by ROGA USA members. Interested members can raise or donate funds that will be invested and managed by an Endowment Board of Trustees. Members will indicate or dictate how their funds will be managed or used. For example, for scholarship, lab maintenance, examination fees, emergency school fees assistance. A separate bank account will be opened to avoid co-mingling of funds. The account will be managed by the Endowment Board of Trustees who will preside over the account for a minimum of 3 to 6 years. The Endowment Board of Trustees will be made up of 5 pioneer members:

- Chairlady
- General Secretary
- Financial Secretary
- Trustee
- Trustee

The Board of Trustees will be selected/appointed by the President. They must be active members with good character and at least 7 years standing. Current ROGA USA president shall be the chairlady of this committee.

ROGAUSA must honor where the donor decides the money should be allocated (This cannot be changed) Allocation is done in percentage using the yielded interest.

The Endowment Fund will provide guidelines for the disbursement of funds. Once it has been set up, it will be audited yearly by an external auditor.

Signatures

President: _____

Vice President: _____

General Secretary: _____

Assistant General Secretary: _____

Financial Secretary: _____

Treasurer: _____

Publicity Secretary: _____

Assistant Publicity Secretary: _____

Welfare officer: _____

Assistant Welfare Secretary: _____

List of ROGA USA Executive Officers 2023-2025

1. President - Susan Belleh; IL
2. Vice President - Lola Fashina, IL
3. General Secretary – Cynthia Aseroma, MD
4. Assistant Gen Sec. – Yinka Bickerseth
5. Financial Secretary – Ayodele Nwagbara-Ifebuzor; NY
6. Treasurer – Olaide Ayodele, CA
7. Publicity Secretary – Dumebi Anene
8. Assistant Publicity Secretary – Elizabeth Ogunbote
9. Welfare Secretary – Toyin Fekoya
10. Assistant Welfare Secretary – Kofo Oyewole

