

Bylaws of Pan American Lung Kong Association

[Amended at the 21th Fraternal Convention, October 22, 2016]

1. Name. The name of this association shall be the **Pan American Lung Kong Association**, hereafter referred to as the Association.
2. Purpose. The purposes of the Association are to propagate the spirit of our four ancestors, as expressed in their sworn brotherhood at the Peach Garden and in their assembly at the Ancient City, and in the teachings of Ancestor Liu; to promote virtues of loyalty, righteousness, kindness, and courage; also to unite in devoted fellowship and seek mutual assistance and mutual benefit.
3. Address. 924 Grant Ave., San Francisco, CA 94108, USA
4. Formation. The Association is jointly organized by all the Lung Kong and Ming Yee organizations in North and South America continents
5. Authority. The Association has the authority to advise its chapters. For all matters related to the Association, the Association shall inform its chapters for adoption. The supreme authority of the Association is vested in the Fraternal Convention. After the adjournment of the Fraternal Convention, the Executive Board is the highest Executive organ and the Supervisory Board is the highest supervisory organ
6. Voting Procedures. Voting of all elections and resolutions adoption at the Fraternal Convention shall be conducted by chapter-delegates, instead by person- delegate manner. The votes for each association are as follows: Pan American Lung Kong, USA Lung Kong, San Francisco Lung Kong, Los Angeles Lung Kong, New York Lung Kong, Canada Lung Kong, Vancouver Lung Kong and Toronto Lung Kong, each shall have eight (8) votes. Oakland Lung Kong shall have five (5) votes. Chicago Lung Kong, Ottawa Lung Kong and Hawaii Lung Kong, each shall have four (4) votes. Seattle Lung Kong, Houston Lung Kong, Cuba Lung Kong, Mexico Lung Kong, Stockton Lung Kong and Phoenix Lung Kong, New England Lung Kong, Sacramento Lung Kong and Peru Lung Kong, each shall have three (3) votes. For the rest of the chapter associations, two (2) votes each.
7. Organization. The Association is organized as follows:
 - (1) Executive Board:
 - (a) President (shall be rotated in succession among the four family

surnames and shall be elected at the Fraternal Convention). The President shall, together with the Chief Supervisor, presides over the joint Executive and Supervisory Board meetings. Duties are to administer all association's daily affairs and to represent the Association in external matters. In the event of a vacancy or permanent incapacity of the president, the president shall be replaced by the first vice-president, of the same surname, domiciled in the headquarters of Pan American Lung Kong Association. If the said president has not served for at least two years, he or she shall not be promoted to superintendent or elder. This also applies to the succeeding president.

(b) Vice Presidents. Two vice presidents for the following chapters: USA Lung Kong, San Francisco Lung Kong, Los Angeles Lung Kong, New York Lung Kong, Canada Lung Kong, Vancouver Lung Kong and Toronto Lung Kong. One each for other chapters. The duty shall be to assist the president for administering association's affairs.

(c) Executive Board Members. Number stated is for each chapter. Six (6) members for USA Lung Kong, San Francisco Lung Kong, Los Angeles Lung Kong, New York Lung Kong, Canada Lung Kong, Vancouver Lung Kong, and Toronto Lung Kong. Four (4) members for Oakland Lung Kong; three (3) members for Chicago Lung Kong, Ottawa Lung Kong, and Hawaii Lung Kong; two (2) members for Cuba Lung Kong, Mexico Lung Kong, Stockton Lung Kong Seattle Lung Kong, Phoenix Lung Kong and New England Lung Kong. One member for other chapters.

The above Executive Board members can be recommended by its own chapter or by its chapter-delegates or by delegates at the Fraternal Convention. The final selections shall be determined at the Fraternal Convention. If any board member is vacated, the member from the chapter shall elect a replacement and notify the Association.

(d) The Executive Board shall establish one chief secretary and two deputies; two English secretaries; two treasurers; two public relations officers. The Executive Board shall elect all officers.

(2) Supervisory Board

This Board shall establish one Chief Supervisor (shall be rotated in succession among the four family surnames). Eight deputy supervisors with two from each family surnames. Twenty board members with five from each surname. All Board members shall be nominated and elected at the Fraternal Convention. The duties of the Chief Supervisor shall be to preside over Supervisory Board meetings; to monitor and handle any possible violations of Bylaws of the Association; and to investigate alleged misconduct of staff and members. Deputy Supervisors shall assist the Chief Supervisor to administer Supervisory Board matters. The Supervisory Board shall elect one secretary and two auditors.

(3) Lung Kong Quarterly Magazine Committee. Shall establish one

manager and shall be elected at the Fraternal Convention. Also, the Committee shall establish one chief editor, one deputy editor, one business accounting officer and one web master. These officers shall be elected by the joint Executive and Supervisory Boards.

(4) Property Management Committee: Shall establish one chairman and other officers. The selections shall base on the procedures documented in their own Regulations. The results shall be reported to the Association for approval.

8. Honorary Positions. The Association shall establish positions of Superintendents, Elders, Advisers, Honorary Advisers and Lifetime Honorary Advisers.

(1) For those who have served as position of president, the Association shall honor them as Superintendents. For those who have been chief supervisors of the Association, or have served as vice president or deputy supervisor and have served as chapter president; and at least 65 years of age and voluntarily retired, the Association shall honor them as Elders. If all the above requirements are met except that of age (under 65 years old), then the Association shall honor them as Advisers. However, once the age requirement is met, the Advisers shall automatically be elevated to Elders. Elders and Advisers shall have the right to attend all meetings. At each Fraternal Convention, the Association shall invite them to attend as representatives.

(2) For those who have served as position of vice president or deputy supervisor or manager of the Lung Kong Quarterly Magazine Committee or chairman of the Property Management Committee or served four or more terms as member of the Executive or the Supervisory Board and voluntarily retired, the Association shall honor them as Advisers. Advisers shall have the right to attend all meetings and constitute as representatives at the Fraternal Convention.

(3) For anyone who contributed money and devoted time and efforts or had rendered special contributions to the Association, the joint Executive and Supervisory Boards would recognized and acknowledged their earnest efforts and shall appoint them as Honorary Advisers. Honorary Advisers shall have the right to attend all meetings and constitute as representatives at the Fraternal Convention.

(4) For those who have donated at least \$10,000 (US currency) in one or two installments, the Association shall appoint them as Lifetime Honorary Advisor. Lifetime Honorary Advisors shall have the right to attend all meetings and constitute as representatives at the Fraternal Convention.

9. Meeting.

(1) The joint Executive and Supervisory Boards shall meet at least once a year at Headquarters. If the President, Chief Supervisor and the

chief Secretary are not in residence, the Association shall reimburse the round-trip travel expense to the meeting place. The joint Executive and Supervisory Boards shall execute resolutions, which have been passed at the Fraternal Convention and regular Association affairs. All matters of grave concern shall be given and handled by the Fraternal Convention.

(2) Superintendents, Elders and Advisors shall have the right to attend all joint Executive and Supervisory Boards meetings. They shall also have the right to vote in these meetings.

(3) For all joint Executive and Supervisory Boards meetings, meeting notice shall include the followings: clearly written agenda items, proxy statement, and comment form. If any board member cannot attend, he/she can fill out and return the proxy statement and a comment forms to the secretary so that his/her views can be recognized at the meeting.

(4) The quorum for the joint Executive and Supervisory Boards meeting shall be nineteen (19) board members.

10. Terms of Officers.

The term of office for all officers shall be three (3) years. The president and the chief supervisor cannot serve two consecutive terms. Other officers may serve unlimited consecutive terms. The president and the chief supervisor shall be rotated in succession among the four family surnames.

11. Remuneration.

All officers shall serve voluntarily. No salaries are being paid. The only exceptions are the president, chief secretary, chief treasurer, chief auditor, the chairman of the Property Management Committee and the web master, who shall receive some remuneration and the amount shall be determined at the Fraternal Convention.

12. Operation Funds.

The annual operation funds of the Association shall be budgeted and be funded from the proceeds generated by the Property Management Committee. The annual due for each chapter shall be notified by the Secretary each year.

13. Financial Management:

All types of funds of the Association shall be deposited to the reserved bank with joint signatures of the president, treasurer, deputy treasurer and the secretary. To withdraw funds, any two joint signatures of the president, treasurer, or the secretary are necessary. Property management regulations shall be formulated separately. Income and expenditures: The Treasury shall manage all income and expenditures and prepare annual summary reports. After the reports are verified and audited, they shall be given to the secretary to make copies and to disseminate to each chapter for review and file.

14. Fraternal Convention:

(1) The Association shall convene a fraternal convention every three years. The locale of the next Fraternal Convention shall be determined at the last Convention. When necessary the Association shall call for a convention. For each fraternal convention, the Association shall notify the host chapter six months in advance to organize a planning committee and undertake full responsibility. As for the expenses of the convention, the planning committee shall prepare a budget. After the budget has been audited by the Association, the planning committee shall then request all chapters for donations. If insufficient funds resulted, the Association shall subsidize. Travel expenses of all representatives and officers who are attending the convention shall be self-supportive. Except that of the president, chief supervisor, chief secretary, chairman of the Property Management Committee, and the manager of the Quarterly Magazine, whose travel expenses are borne jointly by the Association and the Committee, all participants of the Convention shall pay their own travel expenses.

(2) Representatives: Superintendents, Elders, Advisers, Honorary Advisers, Lifetime Advisers, President, Vice Presidents, Chief Supervisor, Deputy Supervisors, Chairman of the Property Management Committee, the Manager of the Quarterly Magazine and the Webmaster shall automatically be representatives. Other representatives, each chapter shall elect the necessary and desired numbers; no limits are imposed. All delegates to the fraternal convention have the privilege to speak and to be elected (Elders and Advisers shall not be elected). The right to vote on resolutions and elections shall follow the procedure set forth in Section 6 of these Bylaws.

- (3) The duty and authority of the Fraternal Convention:
- a. Report on all general matters of the Association.
 - b. Provide financial reports
 - c. Audit financial accounts
 - d. Discussion of topics
 - e. Vote on resolutions
 - f. Amend Bylaws
 - g. Election of officers.

(4) Three months before the Fraternal Convention, all chapters wishing to introduce propositions or resolutions shall mail them to the Association, which would review and present them to the Convention for action. Propositions or resolutions may be introduced during the Convention, subject to review.

(5) Net balance of funds from the Fraternal Convention shall be distributed according the followings: 40% for rewarding the sponsored association; 40% to Headquarters' special account for the next Fraternal Convention; 10% to the Pan American Lung Kong Quarterly Magazine; and 10% to help out the chapters with financial needs.

15. Addenda:

(1) Member chapter shall abide by these Bylaws and its own chapter Bylaws.

(2) Any inadequacies or amendments of these Bylaws rest with the Fraternal Convention.

[Translated from the Chinese text by James S. L. Jung, November 18, 2010.
Subsequent amendments adapted by David Kwan, Sherman Chao, Weijie Zhang, Viola Yim, and Herbert Chew]