

CONSTITUTION FOR RABUNI FOUNDATION

Preamble

We, the members of this organization, in order to promote and encourage interest in Psychology, do ordain and establish this constitution for the government of our association.

ARTICLE I

NAME AND AUTHORITY

Section 1. The name of this foundation will be **RABUNI FOUNDATION** and is established pursuant to the provisions of financial, clothing, food, health and others to the needy.

Section 2. This is a self-sustaining private foundation and operates on **Rabuni Foundation** only with the written consent of helping the poor and needy in the country (Ghana).

ARTICLE II

PURPOSE

The purpose of this foundation shall be the provision of basic needs for the needy, health support, educational support and to fight for equal right. Its objectives are:

- a. To render assistance both directly and through establish Social Welfare Organizations that will help rehabilitate children in distress especially orphans without any means of support.
- b. To render assistance to poor patients by making provisions for medical assistance healthcare and preventive medical services.

- c. To render assistance to the Physically handicapped
- d. To render assistance to orphaned, indigent and other less privileged children for their subsistence, shelter, education and medical care.

ARTICLE III

MEMBERSHIP

Membership is strictly voluntary and will not be based on age, race, religion, color, national origin, disability, ethnic group or gender.

Section 1. Active members shall be registered (ID CARD) and may be eligible to hold positions.

Section 2. Staff should have empathy and respect for membership.

Section 3. Members have a say in this foundation.

Section 4. A person satisfying Article III will be added to the database of this foundation.

ARTICLE IV

DUES AND FINANCES

Section 1. Active members and all willing members can choose to pay dues to the foundation.

Section 2. The dues can be a specify amount or not.

Section 3. Incomes will be derived from dues, fundraising, proposals and voluntary contributions and donations.

Section 4. Incomes will not accrue to individual members.

ARTICLE V

INSURANCE AND FINANCIAL LIABILITY

Section 1. All members are joint and severally liable for the obligations of **Rabuni Foundation** and are liable under the laws of this foundation concerning debts in the event the foundation assets are insufficient to discharge liabilities. Members will be notified of this obligation by sending SMS, emailing and via whatsapp.

Section 2. Public Relation Office (POR) of this foundation will provide certification to the President that all members have been notified and understand their personal financial liability for obligations of Rabuni Foundation.

ARTICLE VI

OFFICERS AND ADMINISTRATION

Section 1. The administration of this organization shall be conducted by a board of governors constituted as follows: president, secretary, public relation officer, organizer, financial secretary, ITpersonnels, and a treasure. These officers shall perform herein specifically provided for and also those specified by the rules and other such duties as are usually incident to their office.

Section 2. Terms of office

- a. Long term contract of about four to six years
- b. Officers term may be terminated prior to 30th to 31st day of every month for the following reasons:
 - i. Resignation
 - ii. Mismanagement

- c. If an officer leaves office before their term ends, members of Rabuni Foundation shall appoint someone for the president and other board members to approve or vice versa.

Section 3. **APPOINTMENT**

- a. All members of the board of governors shall be reappointed by the founder to continue their work if no fault is found on them (with approval from members).
- b. Members eligible for holding positions must have at least fifteen minutes each day remaining on the platform for discussion.
- c. Vacancies occurring in the office of the president shall be filled by special election. Other officers shall officially submit an application to the board of governors for vetting. Should two or more board members vacate from the board, a special election will be held to fill the vacancies.

Section 4. **Duties and powers of the board of governors are;**

- a. The board of governors shall meet when deemed necessary. The presence of three-fourth of the board members is required to constitute a forum. The action of the board of governors requires a majority vote before it is valid. Proxy votes will not be permitted.
- b. The board of governors will recommend policies surprise programs, approve entertainment, rule on membership, except as specially provided on otherwise enforce the constitution and resolve complains/suggestions submitted by members.
- c. The president shall preside over all meetings of the board of governors and general/specific meetings of the membership supervise elections, appoint

committees as deemed necessary prescribe their functions and appoint the committee chairperson.

- d. The PublicRelationOfficer (P. R. O) or Secretary shall assume the duties of the president in the presidents absence.
- e. The secretary shall maintain within minutes of all meetings. Minutes shall be made available for review to any member.
- f. The treasure shall receive, deposit, maintain a record and account for all funds of the foundation. A financial status report will be given to the membership at each general membership meetings or through the various social media platforms. The books of the treasure will be reviewed at least every four weeks.

ARTICLE VII

MEETINGS

Section 1. General meetings shall be held annually.

Section 2. Special membership meetings may be called at the discretion of the board of governors must be called upon written petition of two-thirds of the active members.

Section 3. Public notices of special membership meeting must be given. Public notice will be given through various social media platforms (radio, television, Facebook, watsap, etc.) and sending of text messages to members' months or weeks prior to the occasion.

Section 4. A majority vote of the members present is required for passing a resolution except as otherwise provided.

ARTICLE VIII

DISSOLUTION

Section 1. **Rabuni Foundation** may be dissolved upon a majority vote of active members with tangible reasons. Rabuni Foundation will submit a request for dissolution to the nearby social welfare department prior to dissolving.

Section 2. In case of dissolution any funds in the treasury will be used to satisfy any outstanding debts, liabilities or obligation of Rabuni Foundation. The residual balance, if any, will be disposed of as determined by the members. Distribution of residual funds and other assets will not accrue to the benefit of any individual member of the membership as a whole.

Section 3. Upon dissolution, Rabuni Foundation will notify the Social Welfare department of its intent to dissolve and the foundation will prepare a time-phased action plan to do so.

ARTICLE IX

AMENDMENT

Section 1. This constitution will be updated every year or when there is a change in eligibility of Rabuni Foundation, whichever comes first.

Section 2. This constitution may be amended at any scheduled meeting of the foundation by two-thirds vote of the membership present provided that a written, printed or public notice of the proposal amendment (s) has been given to the membership at least two weeks prior to the date of the meeting. All amendments are subject to final review by the installation board.

ARTICLE X

ADOPTION

This constitution was approved by a majority vote of the general membership of this foundation on 17th August, 2017.

ALHASSAN THOMAS ABUDU

[FOUNDER: RABUNI FOUNDATION]