LITHUANIAN AMERICAN COMMUNITY, INC.

BYLAWS AND RULES

2018 EDITION
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Lithuanian Charter

The Lithuanian American Community, Inc., was founded on the principles set forth in the Lithuanian Charter, proclaimed by the Supreme Committee for the Liberation of Lithuania in 1949. This Charter obligates all Lithuanians to preserve and foster their cultural heritage, language and traditions and to preserve Lithuanian national identity for future generations.

Lithuanian Charter

1. A national kinship brings individuals together into a Community. No one may be forcefully compelled to sever this bond against his or her will. Lithuanians dispersed throughout the world comprise a unified Lithuanian Community.

2. All individuals have the birthright to freely profess and foster their national heritage. Lithuanians are committed and remain bound to the vitality of this legacy. This Lithuanian heritage, preserved by foregoing generations, shall be handed to future generations in order to perpetuate and to sustain it.

3. A native language is the strongest bond of any Community. Lithuanians shall honor and take pride in learning, knowing and communicating in the Lithuanian language.

4. Family is the foundation of national continuity. Lithuanians shall strive to form Lithuanian families.

5. Cultural accomplishments provide the path toward recognition and synergy among nations. Cultural achievements contribute to the advancement and improvement of all the people of the world. Every Lithuanian ought to foster an environment within which the Lithuanian cultural aspirations may thrive.

6. A Nation State is the ultimate expression of a human community. National Independence is a primary condition for the preservation and development of a native national culture. By their industry, education, treasure and dedication Lithuanians everywhere shall endeavor to preserve and defend an Independent Lithuanian state.

7. School is the hearth for nurturing the national spirit. Support for Lithuanian education is the noble duty of every Lithuanian.

8. Associations and societies are the operative supporters of ethnic culture. A Lithuanian establishes and supports religious, cultural, youth, mutual aid, professional and other civic organizations.

9. The struggle and sacrifice of our ancestors for the survival of the Lithuanian language in print is a testimonial of their will to obligate future generations to foster, maintain and support the Lithuanian language in written and printed form.

10. The history of a nation is its greatest teacher. A Lithuanian treasures his or her nation’s past and national customs. A Lithuanian strives to be worthy of his or her ancestors, so as to leave a respectful pride to subsequent generations.

11. National solidarity is the ultimate national virtue. All Lithuanians shall promote national harmony as brothers and sisters, and as members of one nation. As an expression of this solidarity, all Lithuanians shall contribute regularly for the financial well-being of their Community.

12. Lithuanian national colors are yellow, green and red and the National Holiday is February 16th, Lithuanian Independence Day. The motto of every Lithuanian shall be “Lithuanians we were born, Lithuanians we must remain!”
13. All Lithuanians shall be loyal to their country of residence. Every Lithuanian’s relationship with others shall be based on brotherly love and respect for every individual’s freedom, dignity, life, health and property.

Lithuanian American Community Declaration

Proclaimed at the founding of the Lithuanian American Community and solemnly signed by all attendees

In the year of one thousand nine hundred fifty-one after the Birth of Christ, seven hundred first year of the introduction of Christianity in Lithuania, one hundred seventy-sixth year of the Declaration of Independence of the United States of America, thirty-fourth year of the Declaration of Independence of Lithuania, twelfth year of the occupation of Lithuania by the Soviet Union and in the eleventh year of the ongoing genocide of the Lithuanian Nation,

Lithuanians in the United States, enjoying the benevolence and freedom of living in this Country and as Lithuanians and Americans of Lithuanian descent, expressing a desire to

a. actively participate in the civic vitality of the United States and be involved in its struggle against international Communism;

b. effectively share our cultural ethnic customs and traditions with the American people;

c. maintain an amicable relationship with Lithuanians beyond the borders of the United States;

and

d. faithfully support the efforts to regain the freedom of Lithuania and attain the liberation of the Lithuanian Nation,

hereby sincerely declare their solidarity with the LITHUANIAN AMERICAN COMMUNITY OF THE UNITED STATES.
PART ONE – BYLAWS OF THE LITHUANIAN AMERICAN COMMUNITY, INC.

101 OFFICIAL NAME

101.1 The official name of this organization is the Lithuanian American Community, Inc., abbreviated hereinafter as LAC. In Lithuanian it is “Jungtinių Amerikos Valstijų Lietuvių Bendruomenė (JAV LB)”.

102 SCOPE, PURPOSE AND OBJECTIVES

102.1 All Lithuanians living in the United States, as well as their non-Lithuanian spouses and the offspring of those marriages, are members of LAC. LAC membership may also be granted on request to individuals who have distinguished themselves through their efforts on behalf of Lithuania or the Lithuanian community.

102.2 LAC adheres to the principles defined by the Lithuanian Charter and unites Lithuanians living in the United States.

102.3 The Lithuanian American Community, Inc. is part of the Lithuanian World Community.

102.4 LAC:
   a. professes loyalty to its home country and contributes to life in the United States by providing cultural and ethnic attributes;
   b. interacts with Lithuanian institutions, associations and organizations, and with Lithuanian government institutions, associations and organizations;
   c. gathers and disseminates information about Lithuania and Lithuanian culture.

102.5 LAC:
   a. organizes educational, cultural, religious, civic and social institutions;
   b. works with and supports Lithuanian institutions, associations and organizations;
   c. maintains relations with Lithuanians living outside the United States;
   d. represents and provides information about Lithuanian culture and Lithuanian affairs;
   e. upholds human and civil rights.

102.6 LAC shall not participate in any activity prohibited by Section 501(c)(3) of the U.S. Internal Revenue Code of 1954, as amended and supplemented, concerning the tax-free status of organizations operated for charitable and educational purposes, where donations to such organizations are considered tax-deductible under the respective provisions of that law.

102.7 The Lithuanian American Community, Inc. is incorporated in the State of Illinois as a non-for-profit corporation and is administered according to the laws of the State of Illinois.
103 GENERAL PROVISIONS

103.1. Every Lithuanian residing in the United States, who is at least 18 years old and is registered with a local LAC chapter, has the following rights within the Community:
   a. the right to participate in decision-making by voting at LAC chapter meetings;
   b. the right to vote in all LAC and LWC (Lithuanian World Community) elections;
   c. the right to run for any elective office within LAC;
   d. in all LAC elections, meetings, sessions and conventions, members may cast only their own individual vote; members may not authorize another LAC member to vote for them by proxy, and no one may vote as a representative of a member;
   e. election voting may be conducted by mail, email, or other electronic means, or in other ways specified in existing rules for such voting or specified in rules for such voting announced in advance in a timely fashion.

103.2. Any Lithuanian who acts against the goals and principles of LAC or the common good of its membership may forfeit his rights as an LAC member.

103.3. The LAC Conflict Resolution Commission has the exclusive authority to annul membership rights.

103.4. The official language of LAC is Lithuanian. English may be used in meetings and correspondence when the need arises.

103.5. As an expression of Lithuanian solidarity and ethnic consciousness, every Lithuanian 18 years of age or older pays an LAC solidarity fee.

103.6. Solidarity fees, donations, gifts, bequests, and revenue from events sponsored by the organization, and other proceeds comprise the financial resources of LAC.

103.7. Under no circumstances shall any part of LAC revenues or its assets be transferred or paid to any LAC member, officer, or to any private individual, except as appropriate compensation for specific services rendered, or as reimbursement of direct expenses incurred promoting LAC goals.

103.8. Organizational units of LAC operate in accordance with the Rules of LAC adopted by the LAC National Board of Directors.

103.9. Unless otherwise specified in the bylaws, the current edition of Robert’s Rules of Order Newly Revised, as adapted in Lithuanian for use at assemblies and meetings and entitled *JAV Lietuvių Bendruomenės susirinkimų ir posėdžių tvarkos taisyklos (LAC Rules of Order for Assemblies and Meetings)*, applies at all assemblies and meetings of LAC affiliates, executive committees, commissions, councils and other institutions.

103.10. The LAC National Board of Directors, the LAC National Executive Committee, and all commissions and executive committees of other LAC affiliates may meet, discuss and vote on proposed resolutions by mail, telephone, fax or through the internet provided that all members who have the right to participate in such meetings and have the right to vote can participate in such discussions and voting directly and without restriction.
104 LITHUANIAN AMERICAN COMMUNITY, INC. NATIONAL BOARD OF DIRECTORS

104.1 The National Board of Directors of LAC (hereinafter: the Board) is the chief governing body of LAC.

104.2 The Board consists of the members of the Board and the presidents of LAC districts. Board members are elected by LAC members, according to procedures set out in the Rules of LAC, to three-year terms by equal, direct, secret vote.

104.3 The number of members to be elected to a new LAC National Board of Directors shall be determined by the incumbent Board.

104.4 The Board:
   a. determines the policies, goals and activities of LAC and the means of achieving them;
   b. enacts and amends LAC bylaws and rules;
   c. elects, to a three year term, the president of the LAC National Executive Committee and confirms the slate of members of the LAC National Executive Committee;
   d. elects the LAC Conflict Resolution Commission and the LAC Audit Commission;
   e. approves budget proposals, plans of action and ratifies financial accounting statements of the LAC National Executive Committee and its institutions as presented by the LAC National Executive Committee; reviews annual activities reports of the National Executive Committee and its institutions;
   f. ratifies the reports of the LAC Audit Commission;
   g. determines the amount of the annual solidarity fee and its disbursement;
   h. determines who shall represent LAC at the Lithuanian World Community Congress;
   i. considers all other matters specified in the Bylaws and Rules of the LAC.
   j. confirms the establishment of new institutions, their affiliates and their respective bylaws and changes of bylaws.

104.5. The Board elects a Panel of Presiding Officers consisting of at least three Board members to serve during the Board’s term of office.

104.6. Candidates nominated for the Panel of Presiding Officers of the Board, for the office of president of the National Executive Committee, for the Conflict Resolution Commission, and for the Audit Commission, who are not in attendance at the session of the Board at which they are being nominated, must provide in advance a written agreement to be nominated.

104.7. The Panel of Presiding Officers of the Board shall convene sessions of the Board, propose their agenda, chair session meetings, announce Board decisions, coordinate the work of the Board, execute its mandates, serve as its representative, and shall maintain liaison with the LAC National Executive Committee, the LAC Conflict Resolution Commission, and the LAC Audit Commission.

104.8. The Board shall deliberate and resolve issues at Board sessions which must be convened at least once a year.
104.9 When the Panel of Presiding Officers, the LAC National Executive Committee, or at least five members of the Board collectively present any matter for consideration, the Panel of Presiding Officers shall submit the matter in writing by mail or email to the entire Board for deliberation and decision.

104.10. When convening a session of the Board, the Panel of Presiding Officers shall notify the Board members in writing of the time, location and proposed agenda of the session at least 30 days in advance, and shall send invitations to the presidents of the LAC chapters and their executive committees to attend the session.

104.11. Sessions of the Board shall be considered valid if a majority of Board members elected in electoral districts and electoral regions are in attendance, register and obtain ballots at the beginning of the session. If less than a majority is in attendance at the session, the Board may only consider those matters which were included in the original agenda proposed by the Panel of Presiding Officers. Under such circumstances the agenda of the session cannot be altered or amended.

104.12. For a quorum to exist at a meeting of a session of the Board, those in attendance and registered must constitute a majority of Board members elected in electoral districts and electoral regions. Unless otherwise provided in these bylaws or in the rules of order for meetings, if a quorum is present, Board decisions shall be adopted by majority vote of members present and voting. No member may assign his vote to another member or person.

104.13 Attendance at Board sessions:

   a. Board members elected in electoral districts are required to attend all Board session meetings. Any member who fails to attend a session and fails to notify the Panel of Presiding Officers of the Board in writing at least thirty (30) days in advance of the session or thirty (30) days after the session of a legitimate excuse for his failure to attend the session shall be considered to have resigned from the Board.

   b. If the president of a district of the LAC is unable to attend a session of the Board and so notifies the Panel of Presiding Officers of the Board at least twenty (20) days before the session, he may delegate a member of the executive committee of the district or someone from the executive committee of a chapter of that district to represent him at the session.

104.14. If a Board member ceases to be a member, the resulting vacancy shall be filled by the candidate from the same electoral district who received the next greatest number of votes in the most recent Board election.

104.15. Unless otherwise specified in the LAC Bylaws and Rules, the Board decides all matters by a simple majority vote of those attending the meeting.

104.16. By a two-thirds majority vote of all members of the Board, the Board may make a declaration of ‘no confidence’ in the LAC National Executive Committee or any of its members. The National Executive Committee or those of its members who are the subjects of a ‘no confidence’ declaration must resign.

104.17. Upon the recommendation of the president of the LAC National Executive Committee, the Board may remove from office any officer of the National Executive Committee by a simple majority vote.
105. LITHUANIAN AMERICAN COMMUNITY, INC. NATIONAL EXECUTIVE COMMITTEE

105.1. The LAC National Executive Committee (hereinafter: National Executive Committee) is the highest executive body of the LAC.

105.2. The National Executive Committee consists of the president of the National Executive Committee, other members invited by the president and the president of the U.S. Lithuanian Youth Association or his representative. All invited members or representatives must be confirmed by the LAC National Board of Directors.

105.3. The National Executive Committee:
   a. represents the LAC;
   b. implements the goals stated in the LAC Bylaws and the decisions of the LAC National Board of Directors;
   c. organizes and oversees Lithuanian educational, cultural, religious, civic, social and other activities;
   d. executes directives and action plans approved by the LAC National Board of Directors and submits its own activity reports, proposed budgets, and financial statements and those of National Executive Committee institutions to the LAC National Board of Directors;
   e. oversees the establishment of LAC chapters wherever Lithuanians live in the United States;
   f. oversees, encourages and coordinates the activities of LAC districts and LAC chapters;
   g. convenes annual national and regional meetings of LAC district and LAC chapter presidents or their executive committees to decide issues relating to LAC activities;
   h. raises funds to finance its projects;
   i. maintains ties with the executive committee of the Lithuanian World Community as well as with other Lithuanian organizations and associations;
   j. provides information about Lithuanian culture and Lithuanian affairs to Americans and Lithuanians;
   k. maintains ties with ethnic organizations of other nationalities as well as with agencies and officials of the U.S. government;
   l. maintains regular communication and cooperation with the Panel of Presiding Officers of the LAC National Board of Directors;
   m. prepares and submits necessary LAC communiqués to agencies of the U.S. government;
   n. confirms the members of the councils of the LAC National Executive Committee;
   o. submits for approval by the LAC National Board of Directors the charters, bylaws and bylaw amendments of all National Executive Committee institutions and their affiliates.

105.4. The National Executive Committee is accountable to the LAC National Board of Directors for its activities, finances, as well as for the implementation of its plans and the directives of the National Board of Directors.

105.5. The president of the National Executive Committee cannot serve more than two consecutive terms of office.
106. LITHUANIAN AMERICAN COMMUNITY, INC. NATIONAL EXECUTIVE COMMITTEE INSTITUTIONS

106.1. In order to plan and accomplish the main objectives of the National Executive Committee, the following councils operate within the National Executive Committee: the Educational, Cultural, Public Affairs, Human Services, Religious, and Economic Councils.

106.2. Other institutions and affiliates established by the National Executive Committee:

a. On the recommendation of the National Executive Committee or the recommendation of the Organizational Affairs Commission of the LAC National Board of Directors, the LAC National Board of Directors may establish or abolish National Executive Committee institutions (councils, committees, commissions and other affiliates). The legal and organizational structure of these institutions as well as changes to that structure must be ratified by the LAC National Board of Directors.

b. the same procedures apply when establishing or abolishing affiliates of councils of the National Executive Committee.

c. the National Executive Committee and its councils may form their own working committees. These committees are directly accountable to the institutions that established them. Such working committees acquire legal status only upon their ratification by the LAC National Board of Directors.

106.3. The Lithuanian Educational Council of the USA, Inc. – a separately incorporated body of the LAC National Executive Committee – organizes and oversees Lithuanian education in the United States. Its responsibilities include:

a. organizing Lithuanian schools in the United States and establishing their educational programs;

b. expanding the network of such schools and improving their working conditions;

c. preparing and publishing textbooks and educational materials;

d. training new teachers;

e. establishing and maintaining Lithuanian studies at American universities;

f. providing athletic programs for Lithuanian youth;

g. conducting any other activities related to Lithuanian education;

h. implementing the directives of the National Executive Committee.

106.4. The Cultural Affairs Council of the LAC National Executive Committee is responsible for planning and organizing general cultural programs and events for the Lithuanian community in the United States. This Council:

a. prepares guidelines for cultural, academic and arts activities;

b. encourages creation and cultivation of Lithuanian cultural values;

c. undertakes publication of works of Lithuanian philology, science, literature, art, theater, music, bibliography and other works representative of Lithuanian culture;

d. organizes and coordinates the collection and safekeeping of materials relating to Lithuanian language, literature and culture;

e. organizes conferences and meetings of those working to promote Lithuanian culture, arts and sciences;

f. implements the directives of the National Executive Committee.
106.5. The Public Affairs Council of the LAC National Executive Committee is responsible for planning and organizing activities relating to social issues of concern to the Lithuanian community in the United States. This Council:

a. plans LAC public affairs activities;
b. collects and safeguards research and informational materials;
c. organizes conferences to study issues pertaining to public affairs;
d. coordinates the public affairs activities of LAC chapters;
e. establishes and maintains ties with those who influence public opinion, and prepares and disseminates informational materials;
f. implements the directives of the National Executive Committee.

106.6. The Lithuanian Human Services Council of the USA, Inc. - a separately incorporated entity of the LAC National Executive Committee - is the agency responsible for managing matters relating to the social welfare of Lithuanians in the United States. This Council:

a. organizes and plans the collection of information on social welfare issues of concern to Lithuanians;
b. organizes and provides social services by establishing senior centers for Lithuanians and local affiliates, and by other means;
c. advocates on behalf of the social welfare interests of Lithuanians before agencies of the U.S. Government as well as before academic and public media institutions;
d. implements the directives of the National Executive Committee.

106.7. The Religious Affairs Council of the LAC National Executive Committee is responsible for organizing and assisting in activities relating to the religious concerns of Lithuanians in the United States and for supporting the needs of the faithful in Lithuania. This Council:

a. encourages and fosters cooperation, mutual awareness and tolerance among Lithuanians of various faiths and beliefs;
b. participates in actions in support of civil and religious rights;
c. attends to matters related to the religious life of Lithuanians;
d. implements the directives of the National Executive Committee.

106.8. The Economic Affairs Council of the LAC National Executive Committee informs Lithuanians in the United States about the economic situation of Lithuania and about investment opportunities in Lithuania. This Council:

a. provides information about economic conditions in Lithuania through the Lithuanian press;
b. explores ways in which to establish an investment fund for American Lithuanians in order to provide them with opportunities to invest in Lithuania;
c. gathers and disseminates information about possible services which United States government institutions can provide to Lithuania’s economic sector;
d. registers and maintains a computerized database of Lithuanian business and finance professionals in the United States for use in activities related to economic interests;
e. facilitates familiarization by Lithuanian business professionals with American businessmen, their products and markets;
f. participates in various conferences and organizes its own conferences, meetings, seminars and study sessions on matters concerning Lithuania’s economic development;

g. expands the activities of the Economic Affairs Council to LAC chapters by encouraging them to establish local clubs for members interested in economics and marketing.

106.9. Each National Executive Committee council is chaired by a president invited by the President of the National Executive Committee and confirmed by the LAC National Board of Directors. The president of each LAC National Executive Committee council is automatically a member of the National Executive Committee.

106.10. The president of each National Executive Committee council chooses the members of that council, and the National Executive Committee confirms these members. On each council there shall be a representative of the U.S. Lithuanian Youth Association, who shall serve as an ex officio member of that council.

106.11. Each council of the National Executive Committee operates according to the procedures specified in the Operating Rules of the LAC National Executive Committee institutions.

107 LITHUANIAN AMERICAN COMMUNITY, INC. CONFLICT RESOLUTION COMMISSION

107.1. The LAC Conflict Resolution Commission (hereinafter: the Commission) explains LAC Bylaws and the LAC Rules, settles misunderstandings between LAC members, responds to election complaints, and resolves any other issues pertaining to the LAC Bylaws and the LAC Rules.

107.2. The LAC Conflict Resolution Commission is composed of seven (7) permanent members and three (3) alternates who are elected by the LAC National Board of Directors to a three-year term at the first session of the Board’s term of office. Any member of the LAC who has attained the age of 21 years may run for election to the Commission. Board members or a group of at least five chapter members all belonging to any one chapter may nominate candidates to the Commission. Such proposal nominating candidates must be presented in writing to the current president of the Panel of Presiding Officers of the National Board of Directors at least ten (10) days before the first session of the Board and must be accompanied by a written consent of the candidate. Candidates may also be nominated at the session of the Board.

107.3. If any member of the Commission withdraws from the Commission, the Panel of Presiding Officers of the LAC National Board of Directors shall invite the unelected candidate who had received the most votes to serve in place of the permanent member who has withdrawn. If no such candidate exists, then the Board shall ask a new candidate to serve, provided this candidate has expressed an interest to serve and has been approved by the members of the Board.

107.4. The LAC National Board of Directors may remove a member of the Commission from office by two-thirds (2/3) majority vote.

107.5. The Commission elects a Commission chairperson from within its ranks to a three-year term.

107.6. In resolving conflicts between LAC members, the Conflict Resolution Commission may:

a. issue a warning;
b. issue a reprimand;
c. rescind Community membership rights granted under the Bylaws of the LAC;
d. remove from office an elected or appointed official of any LAC executive body.

107.7. The Panel of Presiding Officers of the LAC National Board of Directors implements the decisions of the Commission.

107.8. The Commission operates in accordance with the procedures specified in the Working Rules of the LAC Conflict Resolution Commission.

108. THE LITHUANIAN AMERICAN COMMUNITY, INC. AUDIT COMMISSION

108.1. The LAC National Board of Directors, during the first session of its term of office, elects from within its ranks a three-member LAC Audit Commission to a three-year term. The LAC Audit Commission (hereinafter: the Commission) elects a Commission chairperson from within its ranks.

108.2. The Commission is responsible to the LAC National Board of Directors for the audit of the minutes and memoranda of the budgets, prepared accounts, and assets of the LAC National Executive Committee and LAC institutions.

108.3. The LAC Audit Commission may examine the activities and inspect the accounts of the LAC National Executive Committee and LAC institutions at any time, but must do so at least once a year when reports for the annual financial accounting are presented.

108.4. The results of each audit shall be documented in writing and signed by the auditors of the Commission and by each member of the Commission. In the report containing the audit of annual financial accounting the Commission shall:
   a. define the scope of the audit;
   b. evaluate the effectiveness of internal accounting practices;
   c. identify each inspected account and assess whether or not the information contained therein is valid.

The Commission shall deliver a written copy of the results of each audit no later than 14 days after the audit to each audited institution and to the Panel of Presiding Officers of the LAC National Board of Directors and shall present those reports at the next session of the LAC National Board of Directors.

108.5. The following may be the auditors of the Commission:
   a. members of the LAC Audit Commission;
   b. Lithuanians who possess membership rights in the LAC and are appointed by the Commission;
   c. accountants hired by the Commission.

108.6. The Commission operates in accordance with the procedures specified in the Rules of the LAC Audit Commission.
109 LITHUANIAN AMERICAN COMMUNITY, INC. DISTRICTS

109.1. LAC Districts (hereinafter: the districts) implement LAC goals, coordinate activities and oversee the affairs of LAC chapters.

109.2. The LAC National Board of Directors establishes and dissolves districts on the recommendation of the LAC National Executive Committee. When a district is dissolved, the National Executive Committee assumes its assets and resources.

109.3. The highest governing authority of a district is the district convention. The convention decides matters pertaining to its LAC district and elects a district executive committee and an audit commission for a three-year term.

109.4. The executive committee of each district shall call a district convention no less than once a year.

109.5. The following may participate with a right to vote in a district convention: members of the executive committee for that district, members of the LAC National Board of Directors elected from that district, members of the executive committees of LAC chapters belonging to that district, and representatives of LAC chapters elected at a meeting of each LAC chapter, one for each group of 50 members from that chapter who voted at the last LAC National Board of Directors election.

109.6. The term of office for a district executive committee coincides with the term of office for the LAC National Board of Directors.

109.7. The district convention may express lack of confidence with any member of the executive committee of its LAC district by a two-thirds majority vote. The member subject to an expression of lack of confidence must resign from the executive committee. All other matters presented before the convention are decided by a simple majority vote.

109.8. The executive committee of a district:
   a. implements the tasks specified in the LAC Bylaws, LAC National Executive Committee directives and the decisions reached at the district convention, and ensures further that those tasks, directives and decisions are implemented by its member LAC chapters;
   b. organizes and promotes the establishment of new LAC chapters;
   c. encourages, coordinates and supports the activities of LAC chapters;
   d. attends to issues of general concern that affect Lithuanians living within district boundaries;
   e. prepares an activities report and financial accounting statements and presents them to the district convention;
   f. represents the district;
   g. maintains a list of Lithuanians in the district who are not LAC chapter members;
   h. creates and maintains a district website which includes information about its most important activities, addresses of the LAC National Executive Committee and addresses of district and LAC chapter executive committees, LAC documents, a calendar of activities and events, and information about current projects and their implementation;
   i. conducts and coordinates elections to the LAC National Board of Directors according to the established rules for LAC National Board of Directors elections.

109.9. Each district prepares an annual financial report for the district and submits it as directed in the LAC Fi-
nance and Accounting Rules. (see section 211.18)

109.9.1 District Audit Commission:
   a. audits the district’s annual financial statements and reviews and validates expenditures;
   b. audits the district activity records;
   c. prepares the Audit Commission report, presents it during the district’s convention, submits it to the
      LAC Executive Committee vice president for financial affairs no later than one week after the con-
      vention. (District conventions shall be held in June, July or August.)

109.10. The district executive committee of each LAC district operates in accordance with the procedures speci-
         fied in the Operating Rules for LAC Districts.

110. LITHUANIAN AMERICAN COMMUNITY, INC. CHAPTERS

110.1. A chapter of the LAC shall be established within each geographic location of the United States in which
         Lithuanians reside.

110.2. The LAC National Executive Committee is responsible for establishing chapters, defining their boundaries,
         and, in the event a chapter ceases to operate, closing it.

110.3. The general chapter meeting is the highest governing authority of each LAC chapter.

110.4. The general chapter meeting:
   a. annually elects half of the members of the chapter’s executive committee to a two-year term of office
      or, if approved by the meeting, the executive committee is elected to a one-year term;
   b. elects a chapter audit commission of three members to a two-year term;
   c. evaluates the activities and financial accounts of the chapter’s executive committee, as well as the re-
      ports of the chapter’s audit commission;
   d. decides matters pertinent to the chapter’s activities;
   e. at the annual general chapter meeting elects representatives to the LAC district convention.

110.5. All Lithuanians living within the boundaries of an LAC chapter who are registered with that chapter are
         fully eligible to participate in the general chapter meeting.

110.6. Matters presented for discussion at the general chapter meeting are decided by a simple majority vote.

110.7. General chapter meetings are held on an as-needed basis, but not less frequently than once a year.

110.8. The executive committee of a chapter calls the general chapter meeting. The chapter's executive committee
         must publicly announce the time, location and proposed agenda for the meeting at least two weeks in advance.

110.9. If twenty five or more Lithuanians registered in a chapter propose in writing issues for discussion or if the
         chapter audit commission does so, the chapter executive committee must call for a general chapter meeting no
         later than four weeks after receiving the written proposal, and is obligated to include those proposed issues for
         discussion in the agenda of the meeting.
110.10. The general chapter meeting may express lack of confidence with any member of the executive committee of the chapter by a two-thirds majority vote. The member subject to an expression of lack of confidence must resign from the committee.

110.11. Chapter activities are conducted by the chapter executive committee which:
   a. implements the tasks set out in the LAC Bylaws, the directives of the LAC National Executive Committee, and the decisions of the LAC district convention, as well as the decisions of its own general chapter meeting;
   b. attends to the ethnic, cultural and educational issues that affect Lithuanians living within its boundaries;
   c. establishes and supports local Lithuanian educational institutions as well as local Lithuanian associations devoted to culture, youth, sports, and other matters;
   d. makes an effort to ensure that issues of concern to Lithuanians are publicized in the locality encompassed by the chapter and represents the chapter before local American government institutions as well as before other local ethnic organizations;
   e. supports Lithuanians in need;
   f. collects LAC solidarity fees;
   g. registers Lithuanians living in the chapter and maintains a chapter membership list.

110.12. The general chapter meeting determines the number of members in the chapter executive committee. The chapter executive committee, at its first meeting following the general chapter meeting, elects the chapter president and the other members decide among themselves which respective duties they will assume.
   a. One member of the executive committee is in charge of educational matters.
   b. Local sports groups assign one person to be a member of the executive committee *ex officio* to handle sports-related matters.

110.13. In order to improve the activities of the chapter, the chapter executive committee may establish permanent commissions for Lithuanian matters, cultural activities, mutual assistance, youth, sports, and other commissions.

110.14. At least once a year, the chapter audit commission must audit the assets and cash holdings of the chapter executive committee, the validity of its expenditures, its files, and must check that the decisions of the general chapter meeting are being implemented.

110.15. After each such audit, the chapter audit commission must submit a written report to the chapter executive committee and to the LAC National Executive Committee, and must present the report at the next LAC general chapter meeting.

110.16. Each LAC chapter, in order to register Lithuanians, to improve mutual relations, to collect annual solidarity fees and to accomplish other tasks, may divide the chapter into sub-units headed by moderators who serve at the invitation of the chapter executive committee.

110.17. For the coordination of local Lithuanian activities, the general chapter meeting may establish a coordinating board consisting of chapter executive committee members and representatives of other local Lithuanian organizations.

110.18. In the event that any chapter ceases to operate, the LAC National Executive Committee assumes control of the chapter’s assets and funds.
110.19. The chapter executive committee and the chapter audit commission operate in accordance with the procedures specified in the Operating Rules of LAC Chapters.

111. COVERAGE OF POSSIBLE LOSSES

111.1 With the exception of cases of intentional, deliberate or willful criminal behavior or wanton negligence, the LAC organization agrees to cover substantiated material losses incurred by any LAC official, paid employee, voluntary assistant, or invited or appointed representative, which are incurred or are threatened to be incurred as part of an ongoing or concluded civil or criminal action, lawsuit or other legal, administrative or investigative process, when these losses are incurred because the individual is or was a LAC official, paid employee, voluntary assistant or invited or appointed representative, including losses connected with lawsuits, legal processes, decisions, fines and reasonable attorneys fees, as set out and permitted by the Illinois General Not For Profit Corporation Act of 1986, as later supplemented and amended, and also in accordance with other relevant statutes in force at that time.

111.2. The clauses of this Article are held to be a contract between the LAC organization and each of its officials, paid employees, voluntary assistants, and invited or appointed representatives who act or work in the positions here enumerated while this Article is in force. The repeal or amendment of this Article does not change the rights or mutual obligations of the individuals enumerated in this Article with respect to prior claims, lawsuits or legal processes which were in existence while this Article was in force or prior to the time of its repeal or amendment.

111.3. The LAC organization may obtain and maintain paid insurance policies in the name of each official, employee, voluntary assistant and invited or appointed representative to cover liabilities related to their responsibilities or work to the extent such policies are permitted by the aforementioned Illinois statute.

111.4. The coverage of material losses as provided in this Article does not in any way limit the legal rights under operating statutes of the individuals enumerated in this Article, and this coverage remains in force even in the event that the duties of these individuals as LAC officials, paid employees, voluntary assistants or invited or appointed representatives have terminated, and it applies to the heirs of these individuals, the executors of their estates, or in the event of disability, to their guardians.

112. TRANSITIONAL REGULATIONS

112.1. The procedures for changes and additions to the Bylaws and Rules are as follows:

a. Proposals for changes and additions to the Bylaws and Rules may be made by members of the LAC National Board of Directors, by the LAC National Executive Committee, by district and chapter presidents, and by members of the LAC Conflict Resolution Commission, the LAC Audit Commission, and the Bylaws Committee.

b. Proposals for changes or additions must be submitted to the Bylaws Committee of the LAC National Board of Directors no later than ninety (90) days before the general session of the Board.

c. Proposals for changes and additions should conform to the format of the Bylaws, and should indicate the appropriate section number of the bylaws or rules to be changed or supplemented. Words recommended for deletion should be crossed out and the recommended new text should be underlined. All proposals should briefly explain why the change is recommended.

d. Proposed changes to LAC Bylaws and Rules are to be included in the agenda of the general session of
the LAC National Board of Directors, which, as required by the Bylaws, must be announced in advance.

e. Proposals for changes and additions to the LAC Bylaws and Rules, together with the recommendations of the LAC Bylaws Committee to approve or reject them, must be sent to all members of the LAC Board of Directors at least twenty (20) days before the general session of the Board.

112.2. Changes to the LAC Bylaws require a two-thirds majority vote of the members of the LAC National Board of Directors in attendance at the general session of the Board as long as prior notice of the proposed changes has been given and a quorum is present as required by the Bylaws.

112.3. Adoption of and changes to the LAC Rules require a simple majority vote of the members of the LAC National Board of Directors in attendance at the general session of the Board as long as prior notice of the proposed changes has been given and a quorum is present as required by the Bylaws.

112.4. The LAC National Board of Directors may change the LAC Bylaws and Rules by mail or internet vote. In that case, changes to the Bylaws require a two-thirds majority vote of all Board members. Changes to the Rules require a simple majority vote of all Board members.

112.5. Only the LAC National Board of Directors may decide whether to dissolve the LAC and may do so only if the issue of dissolution has been included in the written agenda of the general session of the Board in advance. The decision to dissolve the LAC requires the vote of at least two-thirds of the Board members present at the session.

112.6. Upon adoption of such a resolution to dissolve, all LAC assets, after legitimate creditor claims have been satisfied, must be transferred to the Lithuanian World Community, provided that the LWC at that time is recognized as a nonprofit organization according to Section 501(c)(3) of the U.S. Internal Revenue Code of 1954, or they must be distributed at the discretion of the LAC National Board of Directors to other organizations which qualify under that statute as organizations operating for charitable, educational, religious, or scientific purposes. If any assets remain undistributed, they are to be distributed to organizations operating for similar purposes by the court having jurisdiction at that location.
PART TWO – RULES OF THE LITHUANIAN AMERICAN COMMUNITY, INC.

201 GENERAL PROVISIONS

201.1 The Rules of the Lithuanian American Community, Inc. establish the way in which the LAC National Board of Directors is elected and the principles governing the internal structure of the LAC National Board of Directors, the Panel of Presiding Officers of the LAC National Board of Directors, the permanent commissions of the LAC National Board of Directors, the LAC National Executive Committee, the institutions of the LAC National Executive Committee, the LAC Conflict Resolution Commission, the LAC Audit Commission, the executive committees of LAC districts and chapters, and the principles governing the internal structure of the audit commissions of LAC districts and chapters and their finances and accountability.

202 ELECTION RULES OF THE LITHUANIAN AMERICAN COMMUNITY, INC. NATIONAL BOARD OF DIRECTORS

202.1 General Provisions

202.1.1 Elections to the Lithuanian American Community, Inc. National Board of Directors (hereinafter: the Board) shall be held throughout the entire territory of the United States every three years between the first (1) and fifteenth (15) day of May.

202.1.2 All members of the Lithuanian American Community, Inc. have the right to vote in Board elections. Voting shall be secret and in person.

202.1.3 Elections to the Board shall be conducted within districts, voting regions and chapters.

202.1.4 Voting shall be in person at chapter election localities, by mail, or through the internet.

202.1.5 Individuals who live within the boundaries of a district but do not belong to any operating chapters may vote by mail at the address designated by the district executive committee or through the internet at the website designated by the LAC National Election Commission.

202.1.6 Payment of Board election expenses:
   a. The LAC National Executive Committee shall pay the expenses of the LAC National Election Commission;
   b. The executive committee of each district shall pay the expenses of its own district and electoral regions;
   c. The executive committee of each chapter shall pay the expenses of its own chapter election commission.
202.2 Preparations for Elections

202.2.1 The LAC National Executive Committee:

a. shall announce National Board elections no later than five (5) months before the election;

b. shall disseminate information about the Board elections through leaflets, the internet and the Lithuanian press;

c. shall form a LAC National Election Commission and announce its composition no later than four (4) months before the election;

d. shall announce the rules and provide supplementary instructions for the Board election no later than three (3) months before the election;

e. shall direct district executive committees to conduct the Board election not later than three (3) months prior to the election.

202.3 Election Commissions

202.3.1 The LAC National Election Commission:

a. shall establish and announce a deadline for nominating candidates for the Board, which shall end no later than two (2) months before the election;

b. shall be responsible for the implementation of Board elections, their success and orderliness;

c. shall provide information and explanations regarding Board election matters, shall establish a Board election calendar, and shall prepare sample voting ballots and voter applications in Lithuanian and English;

d. not later than two (2) months before the election, shall organize, announce, explain and register Lithuanians living in the United States who wish to vote in the Board election through the internet, whereby the registrant must provide his first and last name, mailing address, email address, the chapter to which he belongs (if he belongs to one) and must confirm that he is over eighteen (18) years of age;

e. shall prepare lists of voters registered to vote through the internet arranged by district or electoral region and chapter, shall send the lists to the appropriate districts and chapters no later than one (1) month before the Board election, and shall obligate district and chapter executive committees to verify the lists of their voters;

f. shall determine the method of secret internet voting, shall announce voting instructions (with a link to the voting website) in Lithuanian and English on the LAC website no later than one (1) month before the election, and shall inform all those who have registered to vote by internet of these matters through email;

g. shall send by email the voting results of those who voted by internet to the appropriate districts and chapters no later than two (2) days after the last day of the Board election;

h. shall verify the voting results reported by the districts;

i. shall adjudicate complaints about violations of Board election rules, illegal election procedures or inaccurate voting results;

j. after the election concludes, shall determine proportionally the number of Board members elected from each district and election region according to the number of voters who legally voted in the Board election; (see section 202.8.3)
k. no later than thirty (30) days after the last day of the Board election shall announce to the districts the composition of the newly-elected Board and the remaining candidates, specifying the first and last names, addresses, telephone numbers, and email addresses of the candidates and the number of votes each received;

l. at the conclusion of the Board election, no later than two (2) months after the election, shall send the election results, related documents and other election materials to the LAC National Executive Committee, which shall maintain custody of all election materials for three (3) years.

202.3.2 Executive committees of LAC districts:

a. upon the announcement of Board elections, shall direct chapter executive committees to form chapter election commissions, shall ratify these commissions, and shall inform the LAC National Election Commission of the first and last names, addresses, telephone numbers and email addresses of commission members no later than one (1) month before the Board election;

b. may temporarily appoint an individual to the district executive committee to help conduct Board elections;

c. shall ensure that chapter executive committees provide chapter election commissions with voter lists and other materials required for Board elections in a timely manner;

d. shall ensure that in their districts candidates to the Board are nominated in a timely manner;

e. shall check the legitimacy of candidates to the Board in accordance with LAC Bylaws and LAC Board election rules;

f. shall compile a list of candidates to the Board from their respective districts (or a separate list of candidates to the Board from their respective electoral regions), which must include the last and first name of each candidate listed alphabetically, the candidate’s occupation and his currently held or previously held positions in the LAC, shall announce this list on the district’s website, in leaflets and in the Lithuanian press, and shall send this list to the LAC National Election Commission no later than six (6) weeks before the Board election.

g. according to provided samples, shall prepare and publish voting ballots, information leaflets, and voter declaration forms (containing the voter’s first name, last name, address, the LAC chapter to which the voter belongs and personal signature) in Lithuanian and English, and shall submit these materials to the chapter election commissions no later than one (1) month before the Board election;

h. no later than one (1) month before the Board election, shall post on the district website the list of candidates, election information, the election ballot, the voter declaration form, and the district mailing address for those voting by mail, as well as the voting webpage address specified by the LAC National Election Commission for those voting by internet;

i. shall compile district or electoral region voter lists of those voters who do not belong to any currently operating chapters;

j. shall oversee the work of chapter election commissions and shall assist them;

k. shall check the voter lists provided by the chapter election commissions to make sure that no voter in the district has voted more than once;

l. shall total the election results provided by the chapter election commissions, shall determine the total number of votes cast in the district, shall prepare the report, sign it, and send it to the LAC National Election Commission no later than ten (10) days after the last day of voting;

m. after the conclusion of the Board elections, shall maintain custody of the election results, related documents, voter lists and other election materials for one (1) year.
202.3.3 **Election commissions of LAC chapters:**

- shall ensure that chapter voters lists be obtained in time from chapter executive committees;
- shall determine and announce the date, time and location of elections, which are to take place on premises provided by chapter executive commissions, where at least two commission members observe the voting;
- shall provide a ballot box for secret voting and other voting materials;
- shall supply a ballot, an envelope, a voter’s declaration and the address of the chapter election commission to those voters who have expressed a desire to vote by mail or, at the discretion of each chapter election commission, to all chapter voters who are not voting by internet;
- shall announce publicly where ballots and other information may be obtained, along with directions on how to vote by mail or by internet;
- shall strive to ensure that a greater number of LAC members vote by encouraging them in person, by telephone, through the internet, and by providing necessary information and emphasizing the importance of the obligation to vote;
- shall count the votes received, shall prepare and sign the voting report, shall attach to it lists of the chapter members who have voted, and no later than five (5) days after the last day of voting shall submit it to the executive committee of its district;
- after the conclusion of the Board elections, shall submit its election reports, related documents, ballots and other voting materials to the chapter executive committee, which shall retain them for one (1) year;
- a candidate has the right to request that the opening of the voting envelopes and the vote counting process be observed by an impartial observer. If issues arise, a candidate has the right, no later than five (5) days after the last day of voting, to write to the district and request a recount of the votes.

202.4 **LAC Board Election Districts**

**202.4.1 The Western District** includes chapters and LAC members living in the states of Alaska, Arizona, California, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington and Wyoming. The Western District is divided into three (3) voting regions:

- The first region includes chapters and LAC members living in the states of California and Hawaii;
- The second region includes chapters and LAC members living in the states of Alaska, Idaho, Montana, Oregon, Washington and Wyoming.
- The third region includes chapters and LAC members living in the states of Arizona, Nevada, New Mexico and Utah.

**202.4.2 The Crossroads District** includes chapters and LAC members living in the states of Arkansas, Colorado, Kansas, Louisiana, Mississippi, Missouri, Nebraska, Oklahoma and Texas.

**202.4.3 The Midwest District** includes chapters and LAC members living in the states of Illinois, Indiana, Iowa, Minnesota, North Dakota, South Dakota and Wisconsin. The Midwest District has three (3) voting regions:

- The first region includes chapters and LAC members living in the state of Illinois, except for the Waukegan-Lake County and Greater St. Louis chapters;
- The second region includes chapters and LAC members living in the state of Indiana;
- The third region includes chapters and LAC members living in the states of Iowa, Minnesota, North
Dakota, South Dakota, and Wisconsin, and the Waukegan-Lake County and Greater St. Louis chapters.

202.4.5 *The Michigan District* includes chapters and LAC members living in the state of Michigan.

202.4.6 *The Ohio District* includes chapters and LAC members living in the states of Kentucky, Ohio, and Tennessee and in the western part of the state of Pennsylvania.

202.4.7 *The New England District* includes chapters and LAC members living in the states of Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont.

202.4.8 *The Connecticut District* includes chapters and LAC members living in the state of Connecticut.

202.4.9 *The New York District* includes chapters and LAC members living in the state of New York.

202.4.10 *The Southeast District* includes chapters and LAC members living in the states of Delaware, Maryland, New Jersey, Pennsylvania, Virginia, West Virginia and Washington D.C. The Southeast District has two (2) voting regions:

a. The first region includes chapters and LAC members living in the state of New Jersey, except for the southern part of the state;

b. The second region includes chapters and LAC members living in the states of Delaware, Maryland, Pennsylvania (except for the western part of the state), Virginia, West Virginia, Washington D.C. and the southern part of the state of New Jersey.

202.4.11 *The Florida District* includes chapters and LAC members living in the states of Alabama, Florida, Georgia, North Carolina and South Carolina and in the U.S. Virgin Islands and Puerto Rico.

202.5 Candidates for the LAC Board

202.5.1 Any LAC member not younger than 18 years of age and living within the boundaries of an LAC district may be a candidate for the Board. Where the district is divided into electoral regions, only an LAC member living in a given region may be a candidate.

202.5.2 Nominations of a candidate or candidates for the Board must be made to the executive committee of a district by no less than ten (10) LAC members living within the boundaries of that district. Where the district is divided into electoral regions, nominations of a candidate or candidates for the Board from an electoral region must be made by no less than ten (10) LAC members living within that electoral region.

202.5.3 Candidates for the Board must be nominated in writing. The nominating petition signed by those who are nominating the candidates must indicate that the nominee is a candidate for the Board and must include the first and last name of the candidate, his age, address, telephone number, email address, occupation, and his currently held or previously held positions in the Lithuanian American Community and other organizations. The nominating petition must contain the first and last name and address of each person making the nomination. The nominating petition must be signed by a representative, whom the district executive committee may contact if the need arises.

202.5.4 The district executive committee may return the list of candidates to the representative to eliminate any deficiencies in the list that have become apparent.

202.5.5 A signed consent to be a candidate for the Board must be attached to the candidate’s nominating petition.
202.5.6 Any member of the LAC Election Commission, a chapter election commission or a district executive committee who has agreed to be a candidate for the Board may continue to perform technical tasks associated with elections, but may not directly take part in counting the ballots.

202.6 Voter Lists

202.6.1 The executive committee of each chapter shall compile a list of all voters who belong to the chapter and have the membership rights in the LAC.

202.6.2 The executive committee of each district shall compile a list of all voters who live in the district but do not belong to a chapter and who have membership rights in the LAC.

202.6.3 The chapter executive committee must submit the list of voters to its chapter election commission no later than thirty (30) days before the Board election.

202.6.4 Individuals who live in a location without a chapter must register for the Board elections with their district by mail or through the internet.

202.6.5 A voter may declare his desire to vote to the chapter election commission at the polling place on the day of election, or, if he wishes to vote by mail, at least ten (10) days before the Board election he must declare this wish by mail, telephone, or through the internet.

202.6.6 Those wishing to vote by internet must register at the email address designated by the LAC National Election Commission no later than thirty days before the Board election.

202.7 Voting

202.7.1 Voting is the national duty and honor of every Lithuanian, not younger than 18 years of age, living in the United States.

202.7.2 One may only vote in person. No one may vote for another person.

202.7.3 Voters may vote for the candidates they choose as long as the candidates are from the district within whose boundaries the voters live. Where the district is divided into electoral regions, voters may vote for the candidates they choose as long as the candidates are from the electoral region within whose boundaries the voters live.

202.7.4 Each voter may vote only once. Voting is to take place at chapter polling places or, up to the date specified, by mail at the address designated by the chapter election commission or the district, or through the internet as indicated on the LAC National Election Commission website.

202.7.5 The LAC National Election Commission shall decide and announce the number of candidates for whom votes may be cast in each district and in each electoral region. Voters may vote for fewer candidates than allowed.

202.7.6 A vote is rendered invalid if votes have been cast for more candidates than have been allowed in the district, if the ballot has been mutilated, or if comments have been written on it.

202.7.7 Prior to the beginning of voting at a polling place, the chapter election commission, with voters or poll observers present, shall make sure that the ballot box is empty and impermeable, and then shall seal it.

202.7.8 The chapter election commission shall check the last name, first name, address and identity of each person who comes to vote and shall make a notation on the list of voters. A voter may receive only one ballot. If the
voter asks for another ballot because he inadvertently damaged the ballot he received, the voter must return the
damaged ballot and the chapter election commission shall then issue him a new ballot.

202.7.9 Once the voter has noted his candidates of choice on the ballot, he must fold the ballot and deposit it in
the ballot box in the presence of the chapter election commission.

202.7.10 At the request of the voter, the chapter election commission shall explain the voting procedure. Cam-
paigning for any candidate in the polling place is prohibited.

202.7.11 At the conclusion of voting, the chapter election commission shall open the ballot box, remove and
count the ballots, check them and separate valid from invalid ballots, note the number of each on the report, count
the votes cast for each candidate on the valid ballots and note the results on the report.

202.7.12 When voting by mail, the voter shall note on the ballot his candidates of choice, shall place the ballot in
an unaddressed envelope, shall seal it and place it along with a signed declaration into a second envelope ad-
dressed to the appropriate district executive committee or chapter election commission.

202.7.13 The voting envelope must be mailed no later than the last day of voting. When voting by mail, the vote
is held valid if the envelope is postmarked no later than the last day of voting. If voting takes place on Sunday,
then an envelope received at the address designated by the district executive committee or the chapter election
commission with a Monday postmark is held valid.

202.7.14 The chapter election commission shall open the envelopes sent by those voting by mail, check the vot-
er’s declaration in the envelope, make sure that the voter did not vote in person at the polling place, note the voter
on the list of voters, remove the envelopes which contain the votes, shuffle the envelopes, open them and remove
the ballots, count them, separate the valid ballots from invalid ballots, note the number of each on the report, count
the votes for each candidate on the valid ballots and report the results on the report, check the election re-
results of those voting through the internet received from the LAC National Election Commission and report the
results on the report, add up the votes each candidate has received from those who voted in the polling place, by
mail and through the internet, note the results on the report, sign the report and within five (5) days submit it
along with the list of voters to the district executive committee.

202.7.15 The district election commission, once it receives the reports and voter lists from the chapters, shall
check the envelopes received of voters voting by mail in the district, shall open them, check the voter’s declara-
tion in the envelope, check the chapter election commission lists to make sure that the voter did not vote in person
or by mail, note the voter on the voter lists, remove the ballot envelopes, shuffle them, open them and remove the
ballots, count them, separate valid ballots from invalid ballots and note the number of each in the election report, count
the votes for each candidate from the valid ballots and report the results, check the election results of those voting
through the internet received from the LAC National Election Commission and include those results in the
election report, prepare a summary of the votes that each candidate received in the entire district, indicate this in
the report, sign it, and no later than ten (10) days after the last day of voting, submit it to the LAC National Elec-
tion Commission.

202.8 Voting Result Summary

202.8.1 The district executive committee, in preparing for the LAC National Election Commission the vote sum-
mary from chapter election commissions, district executive committee and electoral regions, shall note:
   a. the number of votes each candidate received in the district and in each electoral region of the district;
   b. the addresses, telephone numbers and e-mail addresses of all candidates;
   c. the number of voters who voted in the district and in each electoral region of that district;
   d. the number of invalid ballots.
202.8.2 In calculating the number of Board members elected from a district or an electoral region, the LAC National Election Commission shall add the number of valid votes in all districts and electoral regions and divide the sum by the number of Board members to be elected. The result is the UNIT OF VOTES required for election. By dividing the number of valid votes in each district or electoral region by the UNIT OF VOTES, a whole number and a remainder are obtained, with the whole number representing the number of candidates elected in that district or electoral region. By adding the whole numbers obtained from such calculation in each district or electoral region, the total number of elected candidates is obtained. If this total number is less than the number of Board members to be elected, the difference is made up by assigning additional candidates to the districts or electoral regions which have the largest remainders. (See section 202.8.4)

202.8.3 After the number of Board members assigned to each district is calculated proportionally, those candidates in each district or electoral region who received the most votes in succession become members of the Board.

202.8.4 Sample calculation:

There are 60 Board members to be elected. A total of 10,860 voters have voted in the districts; once 10,860 is divided by 60, the UNIT OF VOTES required for election is 181.

| Voters in District IX          | 1,825    | 1825÷181 = 10 and remainder 15 |
| Voters in District X           | 200      | 200÷181 = 1 and remainder 19    |
| Voters in District I           | 400      | 400÷181 = 2 and remainder 38    |
| Voters in District II          | 3,600    |
|   Electoral Region 1           | 1,000    | 1000÷181 = 5 and remainder 95*  |
|   Electoral Region 2           | 600      | 600÷181 = 3 and remainder 57    |
| Electoral Region 3             | 2,000    | 2000÷181 = 11 and remainder 9   |
| Voters in District III         | 2,000    | 2000÷181 = 11 and remainder 9   |
| Voters in District IV          | 645      | 645÷181 = 3 and remainder 102*  |
| Voters in District V           | 545      | 545÷181 = 3 and remainder 2     |
| Voters in District VI          | 565      |
|   Electoral Region 1           | 510      | 510÷181 = 2 and remainder 148*  |
|   Electoral Region 2           | 55       | 55÷181 = 0 and remainder 55     |
| Voters in District VII         | 700      | 700÷181 = 3 and remainder 157*  |
| Voters in District VIII        | 380      | 380÷181 = 2 and remainder 18    |
| Total voters                  | 10,860   | 56 elected, 4 remaining candidates |

*Votes for the remaining candidates are assigned according to the largest number of remainder votes received in
the districts or electoral regions, in this case being Electoral Region 1 of District II, District IV, Electoral Region 1 of District VI and District VII.

Thus the districts have the following number of members:

<table>
<thead>
<tr>
<th>District</th>
<th>Number of Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>District I</td>
<td>2</td>
</tr>
<tr>
<td>District IV</td>
<td>4</td>
</tr>
<tr>
<td>District VII</td>
<td>4</td>
</tr>
<tr>
<td>District II</td>
<td>20</td>
</tr>
<tr>
<td>District V</td>
<td>3</td>
</tr>
<tr>
<td>District VIII</td>
<td>2</td>
</tr>
<tr>
<td>District III</td>
<td>11</td>
</tr>
<tr>
<td>District VI</td>
<td>3</td>
</tr>
<tr>
<td>District IX</td>
<td>10</td>
</tr>
<tr>
<td>District X</td>
<td>1</td>
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The total number of Board members elected is 60.

202.9 Complaints

202.9.1 Complaints in connection with the validity of candidates for the Board, regarding violations of Board election rules, invalidity of the Board election process or inaccuracies in voting result data must be signed by the complainant and delivered to the district executive committee within five (5) days from the last day of election. The district executive committee, after it expresses its opinion, must submit the complaint to the LAC National Election Commission no later than five (5) days after receiving the complaint.

202.9.2 The LAC National Election Commission shall resolve complaints within two (2) weeks of receiving them from the district executive committee and shall inform the complainants and the district executive committee of their decision.

202.9.3 A complainant may appeal the decision of the National Election Commission to the LAC Conflict Resolution Commission no later than five (5) days after receiving the decision. The Commission shall decide the appeal in a month, and its decision is final.

202.10 Validity of Elections

202.10.1 If there are complaints in even one district about the validity of elections or about the inaccuracy of voting results, the Board elections become valid once the LAC National Election Commission or the LAC Conflict Resolution Commission rules on the complaints. If there are no complaints, the Board elections become valid two (2) weeks after the conclusion of voting.

202.10.2 The LAC National Election Commission shall publicly announce the Board members and candidates elected in each district and electoral region no later than ten (10) days after the election has been validated.

203 OPERATIONAL RULES FOR THE PRESIDING PANEL OF OFFICERS OF THE LITHUANIAN AMERICAN COMMUNITY, INC. NATIONAL BOARD OF DIRECTORS

203.1 Based on sections 104.3 and 104.5 - 104.10 of the LAC Bylaws, the following operational rules for the Presiding Panel of Officers of the LAC National Board of Directors are established.

203.2 The LAC National Board of Directors (hereinafter: the Board) shall determine the number of members in the Presiding Panel of Officers of the LAC National Board of Directors. At the first meeting of the session of its term of office the Board shall elect an Election Commission of not fewer than three members, to which Board members, during the session, may nominate candidates for the Presiding Panel of Officers of the Board, candidates for the president of the LAC National Executive Committee and for other positions to be elected at the session. Candidates may be nominated form the floor at the Board session when elections are held.
203.3 The Presiding Panel of Officers of the Board (hereinafter: the Presiding Panel) shall be elected as the final agenda item of the last meeting of the second day of the first annual session of the Board.

203.4 Upon election the Presiding Panel shall decide among themselves which respective duties they will assume. The Presiding Panel consists of a president, a secretary and members.

203.5 The Presiding Panel shall assume leadership of the first session of the Board at the first meeting of the session held after the election of the Presiding Panel.

203.6 All of the documents of the Presiding Panel, including minutes, are to be transferred to the new Presiding Panel of the Board at the first session of the Board.

203.7 The Presiding Panel within one week shall send a notification to the Board members to confirm the list of candidates whom the newly elected president of the LAC National Executive Committee has invited to serve on the Executive Committee. No later than thirty (30) days after the president of the National Executive Committee has presented this list of candidates, the Presiding Panel must announce the confirmation results to the members of the National Executive Committee, to the members of the Board and to the general public.

203.8 At the conclusion of its term of office, the Presiding Panel of the Board must convene the first session of the newly elected Board no later than October 1st.

203.9 The president of the Presiding Panel shall call all meetings of the Presiding Panel of the Board, prepare their agendas and preside over the meetings. If he is unable to do so, then the secretary shall preside.

203.10 The president of the Presiding Panel shall prepare a report of his activities and send it to Board members no later than 14 days before the session of the Board.

203.11 The president of the Presiding Panel has the right to attend all meetings of LAC Board commissions.

203.12 The secretary of the Presiding Panel shall prepare the minutes of Board sessions and send them to Board members. He shall also prepare the minutes of Presiding Panel meetings and send them to members of the Presiding Panel before the next meeting.

203.13 Not later than thirty (30) days after the conclusion of the Board session the secretary of the Presiding Panel shall send to the National Executive Committee and to the news media the resolutions and motions which were adopted by the Board. Furthermore, no later than one hundred twenty (120) days after the session, the secretary shall send the session minutes to the members of the Board, the National Executive Committee and the LAC Conflict Resolution Commission.

203.14 Decisions of the Presiding Panel shall be made by majority vote of the members attending the meeting. Decisions in writing or by telephone are also made by majority vote of those responding by a set date and time. If the votes are evenly divided, the proposal under consideration is held rejected. If the person presiding at the meeting has abstained from voting, he or she may cast the deciding vote.

203.15 Meetings of the Presiding Panel shall be called by announcing them orally or in writing at least seven (7) days before the meeting.

203.16 The members of the Presiding Panel of the Board shall not be compensated for their services other than reimbursement of expenses. Expenses to be reimbursed do not include expenses incurred by participation at the annual sessions of the LAC National Board of Directors.

203.17 The LAC National Executive Committee shall finance the activities of the Presiding Panel.
204 OPERATIONAL RULES FOR THE PERMANENT COMMISSIONS OF THE LITHUANIAN AMERICAN COMMUNITY, INC. NATIONAL BOARD OF DIRECTORS

204.1 The Presiding Panel of Officers of the LAC National Board of Directors shall establish commissions of LAC National Board members and shall coordinate their activities during the Board’s term of office.

204.2 Every Board member who has the right to cast binding votes must be a member of at least one commission.

204.3 Board commissions shall consider matters submitted by the Board, the Board’s Presiding Panel of Officers, and the National Executive Committee and its affiliates. A commission may consider other matters on its own initiative.

204.4 Board commissions must inform the Board’s Presiding Panel of Officers about their activities and the matters they are considering and must send the minutes of their meetings to the Presiding Panel no later than fourteen (14) days after the commission meeting.

204.5 The Board Presiding Panel of Officers shall nominate individuals to serve as chairpersons of Board commissions, but each commission shall elect its commission secretary. The Board must confirm the chairpersons and secretaries of the commissions.

204.6 During Board sessions Board commissions meet at times set in the agenda of the session.

204.7 Board commissions may conduct meetings by mail, telephone or the internet and may conduct such meetings in the interim between Board sessions.

204.8 If the chairperson of a Board commission is temporarily unable to fulfill his duties, the secretary of that Board commission shall act in his place.

204.9 The chairperson of a Board commission shall call Board commission meetings at his discretion or at the request of at least two commission members.

204.10 Board commissions may invite appropriate specialists and other necessary individuals to meetings as advisors, with a voice but no vote.

204.11 Board commissions shall consider, study and discuss issues within their scope, assess the activities and budgets of the National Executive Committee and its affiliates, and submit their proposals and recommendations to the Board.

204.12 Board commission proposals made at commission meetings shall be adopted by majority vote of commission members in attendance. Decisions by mail or telephone shall be made by majority vote of responding commission members. If the votes are evenly divided, the proposal under consideration is held rejected.

204.13 Members of Board commissions shall not receive any compensation for their work, other than reimbursement for expenditures. Covered expenditures do not include travel, lodging and registration expenses incurred while participating in annual sessions of the LAC National Board of Directors.

204.14 The National Executive Committee shall finance the activities of Board commissions through the Board’s Presiding Panel of Officers.

204.15 At the end of a Board commission’s term of office, all of its files and minutes shall be transferred to the new Presiding Panel of Officers of the LAC National Board of Directors.
205 OPERATIONAL RULES OF THE LITHUANIAN AMERICAN COMMUNITY, INC.
NATIONAL EXECUTIVE COMMITTEE

205.1 Based on sections 104.4, 104.9, 104.16, 104.17, and sections 105.1 - 105.6, the following operational rules
for the Lithuanian American Community, Inc. National Executive Committee are established.

205.2 The National Executive Committee consists of a president, an executive vice president, presidents of the
councils of the National Executive Committee, vice presidents for specific tasks, a secretary, a treasurer, the pres-
ident of the U.S. Lithuanian Youth Association (or his representative) and other members.

205.3 The LAC National Board of Directors shall confirm the composition of the National Executive Committee
for the duration of its term of office.

205.4 The president of the National Executive Committee:

a. shall select the members of the National Executive Committee and shall submit the list to the LAC
National Board of Directors for confirmation no later than thirty (30) days after the president of the
National Executive Committee is elected;

b. shall invite the previous and the new executive committee to engage in the transfer and acceptance of
responsibilities, assets and files no later than thirty (30) days after the National Executive Committee
is confirmed;

c. shall call at his discretion meetings of the National Executive Committee, but not less frequently than
every three (3) months;

d. if one third of the members of the National Executive Committee request a meeting and submit mat-
ters for discussion, the president must call a meeting of the National Executive Committee no later
than two (2) weeks after the request;

e. shall prepare the agenda of each meeting;

f. shall preside at meetings of the National Executive Committee;

g. shall represent the National Executive Committee;

h. has the right to attend meetings of the councils of the National Executive Committee;

i. shall prepare a report of his activities and shall send it to all members of the LAC National Board of
Directors no later than fourteen (14) days before the session of the Board.

205.5 The executive vice president

a. shall assume the responsibilities of the president if the president is unable to perform them;

b. shall perform the tasks which the president of the National Executive Committee assigns to him;

c. shall prepare a report of his activities and send it to members of the LAC National Board of Directors
no later than fourteen (14) days before the session of the Board.

205.6 The presidents of the councils of the National Executive Committee:

a. shall perform the duties listed in section 206.6 of the Operational Rules of the Institutions of the Na-
tional Executive Committee;

b. shall attend meetings of the National Executive Committee;

c. shall inform those attending National Executive Committee meetings of the activities and plans of
their respective councils;
d. shall present the plans of their respective councils to the National Executive Committee for approval.

205.7 The vice presidents for specific tasks:
   a. shall perform tasks assigned to them by the National Executive Committee or the president of the National Executive Committee;
   b. shall attend meetings of the National Executive Committee;
   c. shall inform the National Executive Committee of activities they are undertaking and of their plans;
   d. shall present their plans to the National Executive Committee for approval;
   e. shall prepare a report of their activities and send it to all members of the LAC National Board of Directors no later than fourteen (14) days before the session of the Board.

205.8 The vice president for financial affairs
   a. shall manage the treasury and finances of the National Executive Committee;
   b. shall endeavor to raise funds for the treasury of the National Executive Committee;
   c. shall determine the procedures and forms, which shall be approved by the National Executive Committee, by which the finances of all LAC affiliates and institutions are to be administered, their accounts and account books managed and their assets supervised;
   d. shall prepare, sign and mail National Executive Committee announcements and documents to the U.S. Internal Revenue Service and other government institutions; shall send copies to the Presiding Panel of Officers of the LAC National Board of Directors;
   e. shall oversee and verify financial and asset accountability of the councils of the National Executive Committee;
   f. shall prepare a summary report based on the accounts and budgets of the councils for approval by the National Executive Committee.
   g. shall send the report of the accounts and the budget which has been approved by the National Executive Committee and the financial reports received from districts, as well as an inventory of all the assets of the LAC, to all members of the LAC National Board of Directors no later than fourteen (14) days before the annual session of the Board;
   h. shall follow the Finance and Accounting Management Rules of the Lithuanian American Community, Inc.

205.9 The treasurer:
   a. shall manage income and expenditures from the treasury of the National Executive Committee by keeping the necessary financial accounting books;
   b. shall follow the Finance and Accounting Management Rules of the Lithuanian American Community, Inc. as well as the directives of the vice president for financial affairs of the National Executive Committee;
   c. shall prepare semiannual accounting reports of the National Executive Committee as well as the budget for the following year, which is to contain the cost of planned projects and administrative expenses and the projected completion dates for the projects;
   d. shall present to the vice president for financial affairs of the National Executive Committee the semiannual accounting reports no later than thirty (30) days after the midyear date and shall present the budget before July 31st;
e. shall keep money in the bank in the name of the National Executive Committee;

f. shall keep books listing the assets of the National Executive Committee.

205.10 The secretary:

a. shall prepare minutes of meetings and send copies to members of the National Executive Committee before the next meeting;

b. shall request ratification of the minutes of the National Executive Committee meetings;

c. shall sign the minutes ratified by the National Executive Committee and shall present them to the president of the National Executive Committee for his signature;

d. at the request of the president of the National Executive Committee, shall arrange for teleconference voting or voting by internet by the National Executive Committee and shall keep a record of the voting results;

e. shall assist the president of the National Executive Committee with correspondence;

f. shall participate in the preparation of legal documents and shall attend to their safekeeping;

g. shall prepare a report of his activities and send it to all members of the LAC National Board of Directors no later than fourteen (14) days before the session of the Board.

205.11 The president of the U.S. Lithuanian Youth Association:

a. shall attend meetings of the National Executive Committee;

b. shall represent the U.S. Lithuanian Youth Association;

c. shall inform the members of the National Executive Committee about the activities and plans of the U.S. Lithuanian Youth Association;

d. shall prepare a report of his activities and send it to members of the LAC National Board of Directors no later than fourteen (14) days before the session of the Board.

205.12 Other members:

a. shall perform the tasks assigned to them by the president of the National Executive Committee and by the National Executive Committee;

b. shall attend meetings of the National Executive Committee.

205.13 The term of office of the National Executive Committee begins only after the LAC National Board of Directors confirms the National Executive Committee and after it assumes responsibilities from the previous National Executive Committee.

205.14 The acting National Executive Committee shall serve as the National Executive Committee and shall work closely with the newly-elected president of the National Executive Committee until the new National Executive Committee is confirmed and assumes office.

205.15 If the president of the National Executive Committee is temporarily unable to perform his duties, members shall stand in for him in the following order: the executive vice president, the secretary, the treasurer.

205.16 National Executive Committee deliberations may be conducted at in-person meetings, by mail, by internet or by telephone conversations. Minutes of all such deliberations must be kept.
205.17 Meetings of the National Executive Committee must be called no less often than every three (3) months.

205.18 Regular meetings of the National Executive Committee shall be called by notifying members orally or in writing at least thirty (30) days before the meeting. Special meetings shall be called as specified in section 205.4d.

205.19 Decisions of the National Executive Committee shall be made by simple majority vote of members in attendance at the meeting. Decisions by mail or by internet shall be made by majority vote of those responding.

205.20 All members of the National Executive Committee have equal and full rights. Every member has one (1) vote. The president of the National Executive Committee or the member presiding at the meeting shall vote last. If the votes are equally divided, the proposal under consideration is held rejected.

205.21 Members of the National Executive Committee shall receive no compensation for their service other than reimbursement for incurred expenses.

205.21.1 The president of the National Executive Committee shall be reimbursed at 100% of expenses incurred attending the National Board of Directors session. Expenses of the other members of the Executive Committee shall be reimbursed at 25% of expenses incurred attending the National Board of Directors session. These expenses include travel, lodging and the registration fee.

205.22 A meeting of the National Executive Committee is held valid if more than half of the committee members are present. If such a number does not arrive on time, the meeting shall commence 15 minutes later and shall be held valid whatever the number of members of the National Executive Committee in attendance. In the latter case the agenda proposed in advance may not be changed.

205.23 The National Executive Committee may establish temporary committees of its members or invited non-member consultants for particular tasks. The National Executive Committee shall ratify the tasks accomplished by these committees. If the need arises, particular specialists who are not members of the National Executive Committee may be compensated for their services.

205.24 The National Executive Committee may invite specialists or other needed individuals to attend meetings as advisors. The president of the National Executive Committee shall issue such invitations at his own discretion or at the request of at least three members of the National Executive Committee.

205.25 At the conclusion of the term of office of the National Executive Committee, all of its files, minutes, assets and treasury files and those of its councils are to be transferred to the new National Executive Committee at the time the transfer of the duties occurs.

206 OPERATIONAL RULES OF THE LITHUANIAN AMERICAN COMMUNITY, INC.
NATIONAL EXECUTIVE COMMITTEE INSTITUTIONS

206.1 Based on section 106 of the LAC Bylaws, the following operational rules of the Educational, Cultural, Public Affairs, Human Services, Religious Affairs and Economic Affairs Councils of the LAC National Executive Committee are established.

206.2 The councils of the National Executive Committee shall deliberate, study and discuss matters assigned to them by the LAC Bylaws, and they shall present their decisions and recommendations to the National Executive Committee or to the institutions, organizations or governmental agencies as directed by the National Executive Committee.
206.3 Each council of the National Executive Committee shall be headed by a president who shall be invited to serve by the president of the National Executive Committee and confirmed by the LAC National Board of Directors.

206.4 Each council of the National Executive Committee consists of a president, a vice president, a secretary, a treasurer and members.

206.5 The number of members on each council of the National Executive Committee is not limited.

206.6 The president of a council of the National Executive Committee:
   a. shall invite individuals to be members of the council of the National Executive Committee and shall present them to the National Executive Committee for confirmation;
   b. shall call meetings of the council of the National Executive Committee at his discretion or when a third of the members of the council of the National Executive Committee request a meeting and submit matters for consideration;
   c. shall prepare the meeting agenda;
   d. shall preside over meetings of the council of the National Executive Committee;
   e. shall act as a representative of the council of the National Executive Committee over which he presides;
   f. shall prepare a report of council activities and shall send it to members of the LAC National Board of Directors no later than fourteen (14) days before the session of the Board.

206.7 The vice president of a council of the National Executive Committee:
   a. shall serve as president if the president is unable to serve;
   b. shall perform the tasks assigned to him by the president.

206.8 The secretary:
   a. shall prepare the minutes of meetings and before the next meeting shall send copies to members of the National Executive Committee and to the members of the council of the National Executive Committee of which he is the secretary;
   b. shall ask that the minutes of the last meeting of the council of the National Executive Committee be ratified by the council members;
   c. shall sign the ratified minutes of the meeting and shall present them to the president of the council of the National Executive Committee for his signature;
   d. at the request of the president, shall organize meetings of the council of the National Executive Committee and shall organize voting by mail, by internet and by telephone and shall prepare the minutes of these meetings;
   e. shall assist the president with correspondence.

206.9 The treasurer:
   a. is in charge of the National Executive Committee council’s treasury income and payments of expenses and keeps the financial accounting books necessary for these purposes;
   b. shall follow the Finance and Accounting Management Rules of the LAC and the directives of the National Executive Committee vice president for financial affairs;
c. shall prepare semi-annual accounting reports of the council of the National Executive Committee and the budget for the following year, which is to contain the cost of planned projects as well as administrative expenses and the projected completion dates for the projects;

d. shall present to the vice president for financial affairs of the National Executive Committee the semi-annual accounting reports approved by the council of the National Executive Committee no later than thirty (30) days after the midyear date and the budget approved by the council of the National Executive Committee before July 31st;

e. shall keep money in a bank in the name of the council of the National Executive Committee;

f. if the council of the National Executive Committee is separately incorporated, shall prepare and send the appropriate announcements and documents to the U.S. Internal Revenue Service and other U.S. government agencies; shall send copies of these announcements and documents to the National Executive Committee and to the Presiding Panel of Officers of the LAC National Board of Directors.

206.10 Members of a council of the National Executive Committee:

a. shall perform the tasks assigned to them by the council of the National Executive Committee;

b. shall attend meetings of the council of the National Executive Committee.

206.11 If the president of a council of the National Executive Committee is unable to perform his duties, members of that council of the National Executive Committee shall stand in for him in the following order: the vice president, the secretary, the treasurer.

206.12 The term of office of a council of the National Executive Committee coincides with the term of office of the National Executive Committee.

206.13 Deliberations of a council of the National Executive Committee may be conducted through in-person meetings, in writing, by email or by teleconference.

206.14 Meetings of a council of the National Executive Committee shall be called by written or oral notice announced at least seven (7) days before the meeting.

206.15 Decisions of a council of the National Executive Committee shall be made by simple majority vote of members in attendance at the meeting. Decisions by mail or by email shall be made by majority vote of those responding.

206.16 All members of a council of the National Executive Committee have equal and full rights. Every member has one (1) vote. The president of the council of the National Executive Committee or the member presiding at the meeting votes last. If the votes are equally divided, the proposal under consideration is held rejected.

206.17 Members of councils of the National Executive Committee shall receive no compensation for their work other than compensation for expenses arising from completed work.

206.18 A meeting of a council of the National Executive Committee is deemed valid if more than half of the members of the council of the National Executive Committee are present. If such a number does not arrive on time, the meeting shall commence 15 minutes later and shall be deemed valid whatever the number of members of the council of the National Executive Committee is in attendance. In the latter case the agenda proposed in advance may not be changed.

206.19 Councils of the National Executive Committee may establish temporary committees of council members or invited non-member consultants for particular tasks. The council of the National Executive Committee which
has established a temporary committee shall ratify the tasks completed by the committee. If the need arises, specialists who are not members of a particular council of the National Executive Committee may be compensated for their services.

206.20 A council of the National Executive Committee may invite specialists or other necessary individuals to attend its meetings as advisors. The president shall issue such invitations at his own discretion or at the suggestion of at least three members of the particular council of the National Executive Committee.

206.21 The National Executive Committee shall finance the activities of the councils of the National Executive Committee. The National Executive Committee shall ratify the action plans for the fiscal year submitted by the councils of the National Executive Committee.

206.22 At the conclusion of the term of office of a council of the National Executive Committee, all of its files, minutes, and treasury books shall be transferred to the new National Executive Committee at the time the transfer of duties occurs.

207 OPERATIONAL RULES OF THE LITHUANIAN AMERICAN COMMUNITY, INC.
CONFLICT RESOLUTION COMMISSION

207.1 Once the LAC Conflict Resolution Commission (hereinafter: the Commission) is elected, the oldest member of the Commission shall call an in-person or a teleconference meeting of the Commission to elect a chairperson no later than thirty (30) days after the members of the Commission have been elected.

207.2 The chairperson of the Commission shall be in charge of preparing case files and shall chair meetings of the entire Commission. The chairperson may appoint another member of the Commission to chair the meeting or to collect the materials necessary for the preparation of case files.

207.3 Complaints must be submitted to the chairperson of the Commission in writing. The chairperson of the Commission shall send copies of the complaints to all members of the Commission within five (5) days.

207.4 Collection of case file materials:
   a. within ten (10) days of receiving a complaint, the chairperson of the Commission shall send a copy to the opposing party, which must submit its response and explanations and a list of possible witnesses to the chairperson of the Commission in writing within twenty-one (21) days of receiving the copy;
   b. the Commission has the right to request from the parties and from LAC institutions any decisions, minutes, explanations and other written information needed as evidence.

207.5 The chairperson of the Commission shall appoint a hearing panel consisting of three Commission members to adjudicate the case and shall assign one of the hearing panel members to preside over the hearing panel.

207.6 Any Commission member who may be associated with any party in the case or who may be partial for any other reason may not participate in hearing and deciding the case. The chairperson must appoint another Commission member in his place.

207.7 Within ten (10) days after the materials have been collected, the chairperson of the Commission shall send all of the collected documents to all members of the hearing panel and to representatives of both parties by email or in some other manner.
207.8 No later than thirty (30) days after the materials have been sent, the chairperson of the hearing panel shall call a teleconference of the hearing panel to deliberate and decide the case. In special situations the Commission may decide, if possible, that the meeting should be conducted in person if the plaintiff or the defendant so request and two-thirds (2/3) of all the members of the Commission concur.

207.9 The plaintiff and/or his or her representative, the defendant and/or his or her representative and witnesses called by both sides shall take part in the teleconference.

207.10 The procedure for a teleconference of the hearing panel:

a. The chairperson of the hearing panel shall announce who is participating:
   - members of the hearing panel;
   - the plaintiff or his or her representative, if there is one;
   - the defendant or his or her representative, if there is one;
   - witnesses and other invited participants, if there are any.

b. The chairperson:
   - shall present the agenda for the examination process;
   - shall orally give a short account of the materials received for the case;
   - if necessary, shall point out the LAC bylaws and rules pertaining to the case.

c. Opening statements describing the position of each side of the dispute, what each side is seeking and what each side will try to prove. (Note: opening statements by each party or the statements of their representatives do not constitute testimony or evidence.)
   - the plaintiff
   - the defendant

d. Presentation of accusations and witnesses:
   (1) The plaintiff’s evidence:
      - presentation of what the plaintiff is trying to prove and testimony of witnesses, if there are any;
      - cross-examination by the defendant or his or her representative;
      - the plaintiff’s rebuttal or further examination of witnesses, based on the testimony presented by the witnesses.
   (2) The defendant’s response to the accusations or evidence that was presented:
      - direct examination of the defendant or of witnesses;
      - cross-examination by the plaintiff or his or her representative;
      - the defendant’s rebuttal or further examination of witnesses, based on the testimony presented by the witnesses.
   (3) Rebuttal evidence of the plaintiff.

e. Questions by members of the hearing panel. Members of the hearing panel may ask questions or ask for explanations at any time during the meeting.

f. Short closing arguments:
   - the plaintiff or his or her representative;
   - the defendant or his or her representative.
The chairperson of the hearing panel shall conclude the inquiry, and the members of the hearing panel (or of the Commission) shall deliberate the case in closed session immediately, or at another agreed-upon time. If the decision is not reached at the time of the teleconference deliberation, the hearing panel (or Commission) participants shall present their opinion, interpretation and proposed resolution to the chairperson in writing by a fixed date.

207.11 The hearing panel proceeding at which a decision is reached is not open to the public, and the course of the deliberations at the proceeding shall not be recorded and shall not be made public.

207.12 The plaintiff must prove the fault or transgression. A finding of fault or transgression requires a preponderance of the testimonial or documentary evidence (i.e. that there is greater likelihood that what the defendant is accused of existed or occurred than there is doubt of the transgression or offense). The board may postpone the deliberation proceedings and ask both sides to provide additional probative materials or evidence in writing or orally.

207.13 After the complaint and the probative materials have been deliberated, the chairperson of the hearing panel shall prepare a decision, in which he shall state the circumstances of the case and the reasons on which the decision is based and shall present it to the members of the hearing panel deliberating the case for their vote.

207.14 Decisions of the hearing panel are made by majority vote. Voting at the hearing panel proceeding is done openly, and the presiding member votes last. Any member who disagrees with the majority opinion or its reasoning may express a separate opinion.

207.15 Within thirty (30) days of the decision, a copy of the hearing panel’s decision shall be sent to the parties, to the chairperson of the Commission and to the president of the Presiding Panel of Officers of the LAC National Board of Directors.

207.16 The chairperson of the Commission is responsible for documentation of the cases, the announcement of decisions and for other administrative matters of the Commission. At every session of the LAC National Board of Directors, the chairperson of the Commission or a representative delegated by him from the members of the Commission shall provide a summary report of the activities of the Commission, which shall be sent to members of the LAC National Board of Directors fourteen (14) days before the session of the Board.

207.17 The chairperson of the Commission may invite someone to be the secretary of the Commission to perform the technical and administrative tasks assigned to him.

207.18 The decision of the hearing panel may be appealed to the entire Commission for its deliberation. The petition to appeal by the party dissatisfied with the decision must be presented to the chairperson of the Commission, together with a $50 check made out to the LAC National Executive Committee, no later than thirty (30) days after the decision of the initial hearing panel is announced.

207.19 The teleconference appellate proceeding must be called no later than thirty (30) days from the day the petition to appeal is received. The Commission shall follow the same procedure in examining and considering the case as specified for hearing panel proceedings. The chairperson of the Commission or a Commission member appointed by him presides at the proceeding.

a. The Commission members who had been assigned to the hearing panel which considered and decided the case shall not participate in appellate deliberations.

b. All of the written materials associated with the case must be sent in advance by email to the remaining members of the Commission.

c. All of the presented written materials associated with the case and the reasoned opinion of the hearing panel shall be examined and considered at the proceeding. If the Commission finds that there were
procedural or legal errors in the deliberation of the case, it may decide that the whole Commission must conduct an examination of the case *de novo* and must deliberate the case according to the procedures specified above for the deliberations by the initial hearing panel.

**207.20** The entire Commission may:

a. affirm the decision of the hearing panel;

b. change, in its discretion, the decision of the hearing panel;

c. remand, with its comments and references, the decision to the hearing panel for reconsideration;

d. reverse the decision of the hearing panel. If the decision of the hearing panel is reversed, the $50 payment presented with the petition to appeal shall be refunded to the appealing party.

**207.21** The party dissatisfied with the decision of the entire Commission may appeal to the president of the Presiding Panel of Officers of the LAC National Board of Directors in writing no later than within thirty (30) days. If the president of the Presiding Panel of Officers finds that this appeal has merit, he shall arrange for the chairperson of the Commission to recommend for confirmation three LAC members who are impartial and who have had no connection with the case, and within thirty (30) days of being recommended they shall examine all the written materials associated with the case and reconsider the decision in the case. If during such an examination it is found that procedural or legal errors were committed during the proceedings in the case, the individuals invited by the president of the Presiding Panel of Officers may conduct a new hearing according to the procedures specified here for the initial deliberations and may consider the case anew. The decision made during the reconsideration of the case is final.

**207.22** The National Executive Committee shall pay the expenses of the Commission.

**207.23** The Commission shall transfer all case files and correspondence to the chairman of the newly elected Commission within thirty (30) days of the election of the new Commission.

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**208 OPERATIONAL RULES OF THE LITHUANIAN AMERICAN COMMUNITY, INC.**

**AUDIT COMMISSION**

**208.1** During the first session of the LAC National Board of Directors the newly elected Audit Commission (hereinafter: Audit Commission) shall decide among themselves which respective duties of the Commission they will assume and shall immediately inform the Board.

**208.2** Before responsibilities have been assigned, the oldest member of the Audit Commission shall preside at the first meeting of the Commission.

**208.3** During the first session of the LAC National Board of Directors the new Audit Commission shall assume responsibilities, files and minutes of the previous Audit Commission.

**208.4** If a member of the Audit Commission ceases to be a member, his place shall be taken by the candidate who sequentially received the most votes.

**208.5** All decisions of the Audit Commission shall be made by a simple majority vote of commission members.

**208.6** Fourteen (14) days before conducting an audit, the Audit Commission must notify the institution to be audited about the audit, except in unusual circumstances. The Audit Commission shall determine which circumstances are unusual.
208.7 When the Audit Commission conducts an audit, a representative or representatives of the institution being audited shall participate in the audit to explain any questions that arise. If the Audit Commission audits correspondence, files, minutes and accounts without participation by representatives of the audited institution, the Commission must resolve any questions and uncertainties that arise with representatives of the respective institution before writing the audit report.

208.8 The National Executive Committee shall pay the expenses of the Audit Commission.

208.9 Members of the Audit Commission shall receive no compensation for their services other than reimbursement of expenses.

209 OPERATIONAL RULES OF LITHUANIAN AMERICAN COMMUNITY, INC. DISTRICTS

209.1 Based on section 109 of the LAC Bylaws, the following operational rules of LAC districts are established.

209.2 The annual convention of an LAC district (hereinafter: district) shall be called during the months of June to August inclusively.

209.3 The district executive committee, when calling the district convention, shall notify convention participants of the time, place and proposed agenda of the convention at least three (3) weeks in advance.

209.4 It is advisable for the district executive committee to call a district convention to discuss its activities before the annual session of the LAC Board of Directors.

209.5 The president of the district shall preside at the district convention, but if he is not present, the vice president shall preside.

209.6 The secretary of the district shall act as the secretary of the district convention, but if he is not present, another member of the executive committee shall act as the secretary.

209.7 The district convention shall determine the number of members in the district executive committee, which must not be less than three (3) members.

209.8 The president of the district executive committee which has completed its term of office shall call the first meeting of the new district executive committee within two (2) weeks after its election, but if he is unable, the vice-president shall call the meeting.

209.9 The district executive committee members shall decide among themselves which respective duties they will assume (president, vice president, secretary, treasurer and members).

209.10 The district executive committee which has completed its term of office shall transfer its duties, files and treasury to the new district executive committee at the first meeting of the executive committee after it has assumed respective duties.

209.11 Within two (2) weeks after determining office assignments, the district executive committee shall submit in writing to the LAC Board of Directors, to the LAC National Executive Committee, and to the executive committees of chapters within the district a list of the officers of the executive committee, their duties, their addresses, telephone numbers and email addresses.
209.12 A meeting of a district executive committee is deemed to be valid if all members of the executive committee were notified in advance and if a majority of the members of the executive committee are present.

209.13 Decisions at meetings of a district executive committee shall be made by majority vote of participating members. If the vote is evenly divided, the proposal under consideration shall be deemed rejected.

209.14 If a member of a district executive committee ceases to be its member, his place shall be taken by the candidate who sequentially received the most votes at the district executive committee election. If no such candidate exists, the district executive committee may co-opt a member to complete the term of office.

209.15 The secretary shall keep the minutes of the district executive committee meetings, recording the decisions and the proceedings. The president of the executive committee shall confirm and sign the minutes at the next meeting.

209.16 Members of a district executive committee shall receive no compensation for their services other than reimbursement for expenses.

210 OPERATIONAL RULES OF LITHUANIAN AMERICAN COMMUNITY, INC. CHAPTERS

210.1 Based on section 110 of the LAC Bylaws, the following operational rules of LAC chapters are established.

210.2 A chapter member is registered once he is included in the chapter registry by the chapter executive committee. To be included in the registry, an individual who wants to be a member must:

   a. declare his membership in the Lithuanian American Community, Inc. in writing or orally, or
   b. pay a voluntary solidarity fee at least once, or
   c. vote in LAC National Board of Directors elections from his chapter at least once, or
   d. register with the election commission during LAC National Board of Directors elections.

210.3 Annual chapter meetings shall be held in the months of January, February or March.

210.4 A chapter meeting is deemed valid if not less than ten percent (10 %) of registered chapter members are in attendance. If this number does not assemble in time, a meeting called fifteen (15) minutes later is deemed valid regardless of the number of members participating.

210.5 The president of the LAC chapter executive committee shall open and chair the chapter meeting, or in his absence, the vice president shall do so, or in his absence, the chapter executive committee member oldest in age shall do so, or a presiding panel for the meeting shall be elected if the meeting so decides.

210.6 The chapter secretary shall act as secretary for the chapter meeting, or in his absence, another member of the executive committee shall do so.

210.7 Those in attendance at the chapter meeting shall elect a one-time election committee consisting of three persons to count the votes.

210.8 If a member ceases to be a member of the chapter executive committee, the candidate who sequentially received the most votes at the last LAC chapter executive committee election shall take his place to complete the term of office of the member who has withdrawn. If the number of votes were tied, the eldest person shall serve.
210.9 The chapter executive committee shall consist of a president, vice president, secretary, treasurer and other members to head various areas of chapter activities.

210.10 Chapter executive committee meetings shall be called as the need arises, but not less frequently than every two (2) months.

210.11 The president, or if he is unable, the vice president, shall call the meeting of the chapter executive committee.

210.12 The secretary of the executive committee shall record the proceedings and decisions of the meeting of the chapter executive committee, but if he is not present, the president shall appoint one of the members of the executive committee to serve temporarily as the secretary.

210.13 A meeting of a chapter executive committee is deemed valid if all members of the chapter executive committee are notified in advance and if a majority of the members of the chapter executive committee attend.

210.14 Decisions at meetings of a chapter executive committee shall be made by majority vote of participating members. If a vote is evenly divided, the proposal under consideration is deemed rejected.

210.15 The current president of the chapter executive committee, or if he is unable, the vice president, shall call the first meeting of the newly-elected chapter executive committee within two (2) weeks of the annual chapter meeting. At this meeting a new president shall be elected and the remaining members shall decide among themselves which respective duties they will assume.

210.16 At the first meeting of the new chapter executive committee, immediately after assuming respective duties, the chapter executive committee, which has completed its term of office, shall transfer its duties, files, minutes and treasury to the new chapter executive committee.

210.17 If the need arises, a chapter executive committee may make changes in the committee office assignments. Such changes must be reported to the LAC National Executive Committee and to the appropriate district executive committees within two (2) weeks.

210.18 Within two (2) weeks of electing a president and assuming respective duties, the chapter executive committee must submit in writing to the LAC National Executive Committee and to the executive committees of its district a list of the officers of the chapter executive committee, their addresses, telephone numbers and email addresses.

210.19 Before the district convention, the executive committee of each chapter shall provide the district executive committee with a list of its representatives who are authorized to attend the district convention.

210.20 The chairperson of the chapter audit commission or a commission member designated by him has the right to attend meetings of the chapter executive committee in an advisory capacity.

210.21 Within two (2) weeks of its election, the chapter audit commission shall elect a chairperson and so inform the chapter executive committee.

210.22 The chairperson audit commission, as it reviews the assets, cash holdings and financial accounting of the chapter executive committee, before writing the audit report, shall invite a representative of the chapter executive committee to explain any uncertainties that arise.

210.23 The chapter executive committee shall pay the expenses of the chapter audit commission.

210.24 The term of office of the acting chapter audit commission shall terminate and the term of office of the new
chapter audit commission shall commence once the annual chapter meeting elects a new chapter audit commis-
sion.

210.25 If a member of a chapter audit commission ceases to be its member, his place shall be taken by the candi-
date who sequentially received the most votes.

210.26 Members of a chapter executive committee and chapter audit commission shall receive no compensation
for their services other than reimbursement of expenses.

211 FINANCE AND ACCOUNTING MANAGEMENT RULES OF THE LITHUANIAN
AMERICAN COMMUNITY, INC.

211.1 Management of the finances and accounts of the Lithuanian American Community, Inc. shall be conducted
according to the Finance and Accounting Management Rules of the Lithuanian American Community, Inc.

211.2 The fiscal year of the Lithuanian American Community, Inc. coincides with the calendar year.

211.3 Accounting must be done in such a way that the status of the treasury and the status of separate projects
specified in the budget can be determined and that data necessary for the preparation of financial and tax account-
ing, gathered either individually or grouped according to institution, can be collected.

211.4 The vice president for financial affairs of the National Executive Committee shall determine, and the Na-
tional Executive Committee shall confirm, the procedure for keeping the financial books of the National Execu-
tive Committee and the supervision of its assets.

211.5 The vice president for financial affairs of the National Executive Committee shall inform the treasurer of
the National Executive Committee and the treasurers of the councils of the National Executive Committee with
the procedure for financial management and the supervision of assets that were confirmed by the National Execu-
tive Committee.

211.6 The books of the financial accounts and the assets of all councils of the National Executive Committee shall
be kept according to the same procedure used for the books of the treasury and the assets of the National Execu-
tive Committee.

211.7 The treasurers of the National Executive Committee and its councils shall prepare semi-annual financial
accounting reports and shall provide them to the vice president for financial affairs of the National Executive
Committee no later than thirty (30) days after the midyear date.

211.8 The treasurer of the National Executive Committee and all of the councils of the National Executive Com-
mittee shall provide the vice president for financial affairs of the National Executive Committee with the budget
for the following year by July 31st. The budgets must include planned projects’ administrative income and exp-
enses and the projected completion time of the projects.

211.9 If the need arises, special budgets may be submitted later for previously unanticipated projects.

211.10 The vice president for financial affairs of the National Executive Committee shall prepare general annual
financial reports and budgets of the National Executive Committee, which shall be confirmed by the National Ex-
ecutive Committee.
211.11 The general and the special annual financial reports and budgets of the National Executive Committee prepared by the vice president for financial affairs of the National Executive Committee and ratified by the National Executive Committee shall be presented to the LAC National Board of Directors for confirmation. During the third year of the term of office of the National Executive Committee, the vice president for financial affairs of the National Executive Committee shall be responsible for preparation of the financial accounting for that year, for submission of all reports required by law to agencies of the U.S. government before the fixed deadlines, and for transmission of that accounting to the LAC National Board of Directors which is assuming the new term of office.

211.12 The bills of those who render services shall be paid in accordance with the annual or special budgets upon presentation of the required valid receipts without the need for confirmation by the National Executive Committee.

211.13 Any expenses or payments not anticipated in annual or special budgets must be approved by the National Executive Committee before they are paid. The National Executive Committee may authorize the president of the National Executive Committee to approve bills of not more than $1,000.

211.14 Before they are paid, expenses must be verified to ensure that they are authorized, that they do not exceed the permitted amount, and that the method of payment does not conflict with LAC Bylaws.

211.15 Chapters of the Lithuanian American Community, Inc., which are separately incorporated under various titles in various states of the United States and which consider themselves to be part of the Lithuanian American Community, Inc., must keep the necessary accounting books. The National Executive Committee shall oversee the financial bookkeeping of the separately incorporated institutions (councils) of the National Executive Committee. All other separately incorporated institutions or affiliates of the Lithuanian American Community, Inc., must directly provide U.S. government agencies with all financial accounting required by law and must send copies to the vice president for financial affairs of the LAC National Executive Committee. These institutions or affiliates of the Lithuanian American Community, Inc. are required to abide by all LAC Bylaws and Rules.

211.16 The vice president for financial affairs of the National Executive Committee shall act as controller for the National Executive Committee and the councils of the National Executive Committee.

211.17 Financial accounting for the National Executive Committee, for the councils of the National Executive Committee, and for districts and chapters shall be conducted according to U.S. financial accounting standards. Documentation shall be provided to U.S. government institutions in English.

211.18 District and chapter executive committees shall prepare annual financial reports each year in accordance with forms prepared by the National Executive Committee. These reports:

a. shall show the income and expenses of the chapter treasury. These reports must be sent to the National Executive Committee no later than March 31st, along with copies of bank statements as of December 31st of the previous year.

b. The National Executive Committee shall issue a written warning to chapters which fail to send the annual financial reports on time. Chapters which do not respond to the warning by the time determined by the National Executive Committee and fail to submit their financial reports shall forfeit their right to utilize the IRS tax-exemption number which the LAC possesses until they provide these financial reports to the National Executive Committee.

c. If the chapter’s financial reports do not show any activity for three consecutive years, it is assumed that the chapter ceased to be active. In that case, the recommendation is to elect a new chapter executive committee or refer the possibility of closing the chapter to the National Executive Committee for its consideration.
211.19 Each year chapter executive committees shall collect national solidarity fees from members living within
the chapter territory. The amount of the national solidarity fees is twenty dollars ($20) for every individual over
18 years of age.

211.20 The collected national solidarity fees are allocated as follows:

(1) 35% shall remain in the chapter treasury;
(2) 20% shall be submitted to the district executive committee;
(3) 30% shall be submitted to the National Executive Committee;
(4) 15% shall be submitted to the Lithuanian World Community through the LAC National Executive Com-
mittee.

211.21 Chapters shall collect donations for the National Executive Committee on the occasion of the 16 th of Feb-
uary and the 11 th of March (days of the Declaration of Lithuanian Independence). All donations designated for
the National Executive Committee shall be sent to the vice president for financial affairs. Donations for educa-
tional purposes shall be collected in the month of September. They shall be sent to the Educational Council.

211.22 Donations of money and real property as well as testamentary bequests designated for LAC chapters or
districts must be made to the Lithuanian American Community, Inc. when U.S. federal or state laws so require,
and must be allocated subject to the following conditions:

a. As long as it does not conflict with conditions previously specified by the donor in writing, the finan-
cial allocation of property or gifts, after legally required expenses and other expenses are paid, shall
be done by written contract between the National Executive Committee and the executive committee
of the district or chapter to which the property was donated or bequeathed. The National Executive
Committee has the right to receive less than fifty percent (50%) of the amount of the gift or bequest.
The LAC National Board of Directors must ratify this financial allocation of contributions or be-
quests.

b. The National Executive Committee and the chapters or districts shall designate all assets realized
through such a gift or bequest as assets to be used for the activities of the Lithuanian American
Community, Inc.

c. If the National Executive Committee and the executive committees of the chapters or districts to
whom the property was donated or bequeathed are unable to reach an agreement, the LAC National
Board of Directors shall determine the allocation of the gift or bequest. However, the portion of the
gift or bequest allocated to the National Executive Committee, after legally required expenses and
other expenses are paid, cannot be less than ten percent (10%).

d. If the donor’s written pre-conditions for the gift or bequest are unacceptable to the LAC National
Board of Directors, the National Executive Committee has the right to refuse the gift or bequest in the
name of the Lithuanian American Community, Inc.

211.23 Each year district and chapter executive committees shall account for:

a. national solidarity fees by June 30th;
b. donations collected on the occasion of February 16th (Lithuanian Independence Day) by April 30th;
c. donations collected in September for educational purposes by December 15th.

211.24 Districts and chapters shall keep their funds in banks or savings institutions in the name of the LAC dis-
trict or chapter.

211.25 Each year chapter executive committees shall send a copy of the chapter audit commission report to the
vice president for financial affairs no later than thirty (30) days after the annual chapter meeting.

211.26 On October 11, 1998, at the session of the LAC National Board of Directors which took place in Cleveland, Ohio, an account named “A Gift to the Community” was established. The principal of this account is irremovable. Profits obtained from investments made from the “A Gift to the Community” account may be used for LAC National Executive Committee activities.

211.27 The Lithuanian American Community, Inc., as a not-for-profit organization in compliance with the laws of the United States, must be registered with the Office of the Secretary of State of the state in which it operates according to the laws of that state. According to the requirements of each state, the Lithuanian American Community, Inc. must register separately with the attorney general of the state in which it operates, with the department governing charitable organizations. All such registrations shall be made by the National Executive Committee.
PART THREE – TIES WITH OTHER ORGANIZATIONS

301 REGULATIONS OF THE COMMISSION OF THE SEIMAS OF THE REPUBLIC OF LITHUANIA AND THE LITHUANIAN WORLD COMMUNITY

301.1 Title - The Commission (hereinafter: Commission) of the Seimas (legislative body) of the Republic of Lithuania and the Lithuanian World Community (hereinafter: LWC)

301.2 The Legal Basis of the Commission

301.2.1 (2.1) The Commission operates on the basis of decision No. X-1103 of the Seimas of the Republic of Lithuania of April 19, 2007, as announced in the State News Records on April 26, 2007, and in force as of May 1, 2007, which replaces the decisions regarding the Commission of the Seimas of the Republic of Lithuania and the Lithuanian American Community, Inc. adopted by the Seimas, namely No. X-655 (June 8, 2006), No. IX-275 (June 23, 2005), No. IX-733 (January 24, 2002), No. IX-234 (March 27, 2001) and No. 1-776 (January 26, 1995).

301.2.2 (2.2) On the basis of the decision adopted by the Executive Committee of the Lithuanian World Community (hereinafter: LWC) on August 21, 2006, which is the basis on which the Seimas of the Republic of Lithuania (hereinafter: RL Seimas), through decision No. X-1103 of April 19, 2007, created the Commission of the RL Seimas and the LWC for the duration of Seimas’ term of office, granting it the status of a permanent RL Seimas Commission.

301.2.3 (2.3) Congress XIII of the LWC, in seeking a wider geographical representation for Lithuanians, on July 10, 2009, obligated the LWC Executive Committee to supplement the composition of the Commission with representatives from the Lithuanian Communities of Australia and South America and to submit the revised regulations of the Commission to the members of Congress XIII of the LWC for confirmation.

301.3 (3.1) The purpose and scope of operation of the Commission: to encourage cooperation between Lithuanians living in Lithuania and Lithuanians living abroad, to foster mutual aid and support, to exchange scientific, cultural and other information, to offer suggestions to the Seimas and other state institutions which would strengthen statehood and foster democratic traditions.

301.4 Composition of the Commission

a. 301.4.1 (4.1) The Commission consists of:
   a. (4.1.1) members of the RL Seimas - one from each faction in the Seimas.
   b. (4.1.2) ten (10) representatives nominated by the Lithuanian Communities (hereinafter: LC) of countries belonging to the Lithuanian World Community and elected by the LWC Executive Committee:
      • three (3) representatives from the LAC,
      • one (1) representative from the LC of Canada,
      • two (2) representatives from the LC of Western Europe,
      • one (1) representative from the LC of the countries of Eastern Europe, Russia and Central Asia,
      • one (1) representative from the LC of the ethnic regions of Lithuania,
      • one (1) representative from the LC of the countries of South America,
301.4.2 (4.2) The fractions of the Seimas shall assign representatives to the Commission within the time-frame specified in the Seimas regulations.

301.4.3 (4.3) The executive committees and councils of the Lithuanian Communities of the various countries shall nominate candidates for the Commission within the time-frame specified by the LWC Executive Committee.

301.4.4 (4.4) The LWC Executive Committee shall choose representatives for the Commission, taking into account the geographical representation of the proposed candidates, the recommendations presented by the executive committees and councils of the Lithuanian Communities of the various countries, and the biographies of the candidates.

301.4.5 (4.5) The LWC Executive Committee shall also elect alternate Commission members to take part in Commission meetings in the place of Commission members unable to attend. At meetings alternate Commission members have all the rights of regular Commission members. The executive committees and councils of the Lithuanian Communities of the various countries shall nominate alternates in accordance with section 301.4.1b of these regulations.

301.4.6 (4.6) The president of the LWC Executive Committee shall present the president of the RL Seimas with the list of representatives and alternates elected to the Commission within a month of their election. The term of office of LWC representatives coincides with the term of office of the LWC Executive Committee. LWC representatives may be changed upon written notification by the LWC Executive Committee.

301.4.7 (4.7) Representatives of the Lithuanian Communities of other countries, members of the LWC Executive Committee and the LWC representative in Lithuania may participate in Commission meetings in an advisory capacity.

301.5 Activities and Operating Procedures of the Commission

301.5.1 (4.8) The Commission shall have two chairpersons and two alternates: Seimas members shall elect one chairperson and alternate according to the designated procedure, and the Commission representatives elected by the LWC Executive Committee shall elect the other chairperson and alternate. The RL Seimas shall confirm the chairpersons and alternates nominated by the Commission.

301.5.2 (5.1) The Commission shall meet no less than twice a year at a time and location determined by the Commission. Working groups shall be established in order to ensure continuity of work between meetings. These groups shall observe how proposals are being executed and how supplemental information is being gathered. Members of the working groups may communicate with each other remotely by any available means.

301.5.3 (5.2) Commission meetings shall be deemed valid if no less than 2/3 of the members of the Commission are in attendance and of those no less than 2/3 are Commission members elected by the LWC Executive Committee.

301.5.4 (5.3) The proposed agenda shall be ratified by mutual agreement of Commission members attending the meeting. The agenda may be changed by mutual agreement of Commission members attending the meeting.

301.5.5 (5.4) Representatives of the Government of the Republic of Lithuania, of its ministries, of other government institutions and public organizations, the LWC representative in Lithuania, the presidents of the LWC Executive Committee and of executive committees and councils of the various countries or their representatives, and
also experts from Lithuania and other countries may be invited to attend Commission meetings in an advisory capacity.

**301.5.6** (5.5) Minutes of Commission meetings shall be kept, audio recordings of meetings shall be made, and stenographic transcripts shall be prepared. Commission meetings shall be conducted in Lithuanian.

**301.5.7** (5.6) At the conclusion of its work, the Commission shall preliminarily set the date of other meetings and shall adopt a decision for them to be called.

**301.5.8** (5.7) Meetings of the Commission are open to the public and to members of the press.

**301.5.9** (5.8) The headquarters of the Commission is in the chambers of the RL Seimas in Vilnius. Meetings may take place at other mutually agreed locations.

**301.5.10** (5.9) Employees of the Secretariat of Seimas Commissions appointed by the Chancellor of the Seimas shall assist the Commission in its work.

### 301.6 Rights and Duties of Commission Chairpersons and Commission Members

**301.6.1** (6.1) The chairperson elected by LWC representatives in the Commission in mutual agreement with the chairperson elected by members of Seimas shall preside over the work of the Commission:

a. (6.1.1) shall organize the work of the Commission, and shall propose agenda items thirty (30) days prior to the scheduled date of the meeting.

b. (6.1.2) shall oversee preparation of questions to be presented for consideration by the Commission.

c. (6.1.3) shall call Commission meetings.

d. (6.1.4) thirty (30) days prior to the scheduled date of a meeting, shall present the rules for the conduct of the meeting to Commission members and to the LWC Executive Committee for their information and consent.

e. (6.1.5) shall preside over Commission meetings or assign one of the alternate Commission chairpersons to preside.

f. (6.1.6) shall sign the minutes of Commission meetings and other documents adopted by the Commission.

g. (6.1.7) shall execute other authorized mandates.

**301.6.2** (6.2) Commission members elected by the LWC Executive Committee:

a. (6.2.1) must attend Commission meetings and must abide by the regulations adopted by the RL Seimas and the LWC Congress;

b. (6.2.2) if a member is unable to attend a Commission meeting, that member must inform the Commission chairperson elected by LWC representatives.

c. (6.2.3) have the right to propose to the Commission various issues for consideration and the right to provide additional information, and have the right to receive information regarding issues related to the activities of the Commission from the RL Seimas, other government institutions, the LWC and the Lithuanian communities of various countries;

d. (6.2.4) have the right to make proposals regarding the manner in which the meeting is conducted, the right to participate in discussions of all matters being considered, the right to present suggestions or comments orally or in writing, the right to confer among themselves regarding all matters
being considered, the right to ask questions of speakers or other invited individuals at the meet-
ing;

c. (6.2.5) Commission members representing the LWC have the right to petition the LWC Execu-
tive Committee in writing signed by not fewer than seven LWC representatives in the Commiss-
ion regarding the failure of the Commission chairperson or any other member who represents the
LWC on the Commission for failure to execute their duties and responsibilities and propose their
replacement.

301.7 Decisions of the Commission

301.7.1 (7.1) The Commission shall adopt decisions by mutual agreement.

301.7.2 (7.2) Once the Commission has considered and analyzed the issues, the Commission, no later than 7 days
after the conclusion of a meeting, shall prepare proposals for the RL Seimas and other government institutions
and public organizations, for the LWC Executive Committee and for the Lithuanian Community executive com-
mittees/councils of various countries, and also shall present these proposals and commentaries for legislation to
Seimas fractions and committees.

301.7.3 (7.3) Decisions adopted by the Commission are advisory with respect to government institutions. Gov-
ernment institutions, having received the recommendations and proposals of the Commission and having consid-
ered them, shall inform the Commission of its views and actions.

301.8 Representation of Lithuanian Communities of Various Countries in the Commission

301.8.1 (8.1) The executive committees/councils of Lithuanian Communities in various countries shall nominate
candidates for the Commission. The executive committees/councils of these Communities shall present their can-
didates to the LWC Executive Committee within a set time.

301.8.2 (8.2) The LWC Executive Committee, based on the recommendations presented, on biographical infor-
mation about the candidates as well as on sections 4.1.2 and 4.3 of these regulations, shall elect representatives to
the Commission.

301.8.3 (8.3) An individual who is applying to become a member of the Commission must submit a written con-
sent (on the consent form provided) and a curriculum vitae, in which he must indicate the educational level he has
attained, his professional experience as well as his public/community activities.

301.8.4 (8.4) Individuals representing the LWC in the Commission are accountable for their activities to the LWC
Executive Committee as well as to the executive committees or councils of Lithuanian Communities which rec-
ommended them. In their Commission activities they must adhere to the priorities determined by the LWC Con-
gress and the LWC Executive Committee.

301.8.5 (8.5) The term of office of LWC representatives in the Commission coincides with the term of office of
the LWC Executive Committee.

301.8.6 (8.6) The Commission chairperson who represents the LWC, in coordination with LWC Commission
members, shall provide written reports about the work of the Commission and shall send copies of resolutions and
minutes to the LWC Executive Committee no later than 30 days after a meeting has adjourned. The LWC Execu-
tive Committee shall send these materials to the executive committees/councils of Lithuanian Communities of
various countries represented in the Commission. All Commission members representing the LWC shall be made
aware of the contents of the reports. LWC representatives in the Commission who do not agree with the content
of a report may express their opinion in writing, and the LWC Executive Committee shall provide this opinion to
the executive committees/councils of Lithuanian Communities represented in the Commission.
301.8.7 (8.7) If a representative elected by the LWC Executive Committee withdraws from the Commission for various reasons, a new representative shall be elected to take his place in accordance with the procedure provided in these regulations.

301.8.8 (8.8) Neither the RL Seimas nor the LWC Executive Committee shall compensate for the work, travel and living expenses of LWC representatives in the Commission. The Lithuanian Communities of particular countries may compensate some specific expenses of their representatives.

301.9 Tasks of the LWC Executive Committee

301.9.1 (9) The LWC Executive Committee:

a. (9.1) shall determine and announce the procedure and the deadline for nominating candidates for the Commission;

b. (9.2) shall provide to councils or executive committees of Lithuanian Communities information relating to the election of candidates to the Commission and information on voting for these candidates;

c. (9.3) shall choose representatives and alternates for the Commission from the list of candidates submitted by Lithuanian Communities in accordance with the proportions of geographical representation specified in section 301.4.1b;

d. (9.4) shall notify the RL Seimas and the press about the composition of LWC representatives in the Commission;

e. (9.5) shall ratify the rules of operation (regulations) adopted by the Commission;

f. (9.6) shall change LWC representatives in the Commission, including the chairperson, at the request of other Commission members. Such requests must be signed by no fewer than seven Commission members representing the LWC and must clearly indicate the reasons for the proposed change;

g. (9.7) shall coordinate its activities with the executive committees of Lithuanian Communities of various countries.

301.10 General Regulations for Representation of Lithuanian Communities in the Commission

301.10.1 (10.1) LWC representatives in the Commission shall adhere to the principles of the Lithuanian Charter and the LWC Constitution and shall respect the laws of the Republic of Lithuania and the laws of their countries of residence.

301.10.2 (10.2) LWC representatives receive no compensation for their work in the Commission.

301.10.3 (10.3) LWC representatives in the Commission shall refrain from public pronouncements which can be interpreted as favoritism towards a particular political party or group or which may harm the dignity of any individual.

301.10.4 (10.4) If LWC representatives in the Commission are unable to agree on a unanimous solution to an issue being considered, they shall discuss among themselves, shall consult with the LWC Executive Committee and shall vote. On essential issues members of the Commission are required to follow the position and policy of action declared by the LWC Executive Committee. The opinion adopted by majority vote binds all LWC representatives in the Commission and is held to be the official LWC position on that issue.

301.11 The Chronology of the Commission Regulations

- Algimantas Gečys was the author of the initial project of the RL Seimas and LAC Commission Regulations. (March 23, 1995).
• Changes to the original project were made in Chicago on April 22, 1995, with representatives of the Public Affairs Commission of the LAC Board of Directors and representatives of the National Executive Committee participating. Pranas Zundé was the chairperson of the meeting; Regina Narušienė, JD was the president of the LAC National Executive Committee.

• The Public Affairs Commission of the LAC Board of Directors completed preparation of regulations for Commission activities on June 10, 1995, in Arlington, Virginia. Liūda Rugienienė was the chairperson of the meeting, Juozas Ardy was the vice chairperson, and Jonas Urbonas was the secretary. The XIV LAC Board of Directors ratified the Commission regulations with commentaries by the Board by mail vote on August 18, 1995.

• At the XVI Session of the LAC Board of Directors on September 22, 2002, four members of the RL Seimas and the LAC Commission (with Liūda Rugienienė presiding) and the Presiding Panel of Officers of that Board (with Regina Narušienė, J.D., president) presented their separate proposals for the regulations. The Presiding Panel of Officers of the Board and the LAC representatives in the Seimas/LAC Commission met to coordinate the proposals on October 21, 2002, in Lemont, Illinois. Due to differences of opinion and due to the refusal of the Presiding Panel of Officers of the Board to let the process go forward, the Commission had to continue to operate under the regulations previously ratified.

• The Presiding Panel of Officers of the XVII LAC Board of Directors requested the original rules and regulations be updated by the author of the said rules and regulations, Algimantas Gečys. After said proposed revisions dated August 23, 2005, were submitted to the Presiding Panel of the Board (Regina Narušienė, J.D. president), they were presented to the members of the XVII Board of Directors in its third session for approval. Because of differences of opinion among the LAC members of the Seimas/LAC Commission, the proposed revisions were not adopted.

• On February 15, 2007, Regina Narušienė, the president of the LWC Executive Committee, asked Algimantas Gečys to prepare a draft of regulations for procedures and activities of the newly established Commission consisting of the representatives of the Seimas of the Republic of Lithuania and representatives of the Lithuanian World Community. This draft was prepared in collaboration with Regina Narušienė and was based on regulations previously used by the Commission of Seimas and the Lithuanian American Community. It was presented to the LWC Executive Committee for review and commentary. The LWC Executive Committee ratified these regulations on March 9, 2007.

302 TIES BETWEEN THE LITHUANIAN AMERICAN COMMUNITY, INC. AND THE LITHUANIAN FOUNDATION, INC.

302.1 The Lithuanian Foundation was incorporated in the State of Illinois on March 14, 1962, based on an agreement with the National Executive Committee of the Lithuanian American Community of March 19, 1961. This agreement, which has been incorporated into the bylaws of the Lithuanian Foundation and has been in effect since 1961, provides important rights to the Lithuanian American Community within the Lithuanian Foundation. These four points (Minutes No. 5) constitute the core of the agreement:

   d. The Lithuanian Foundation is established alongside the Lithuanian American Community;

   e. Funds for the Lithuanian Foundation shall be raised by its founders and the Lithuanian American Community.

   f. Trustees selected from contributors shall safeguard the Lithuanian Foundation and guarantee its inviolability;
g. Each year a Foundation Commission, consisting of representatives of the National Executive Committee of the Lithuanian American Community and representatives of contributors, shall allocate the profits of the Lithuanian Foundation.

302.2 The valid bylaws of the Lithuanian Foundation (the last revision), based on the 1961 agreement mentioned, were adopted at the meeting of Lithuanian Foundation members held on March 25, 1995, and were ratified by the XIV National Board of Directors of the Lithuanian American Community, Inc. on May 26, 1995. The following sections of the bylaws of the Lithuanian Foundation set forth the rights which the Lithuanian American Community, Inc. has in the Lithuanian Foundation:

#7 Contributions made by institutions or affiliates of the Lithuanian American Community, Inc., an Illinois corporation, do not require the approval by the Foundation Board of Directors.

#10 The limitation on the assignment of proxies does not apply to the representatives of the institutions or affiliates of the Lithuanian American Community, Inc.

#35 The Board of Directors of the Lithuanian Foundation shall designate three (3) of its members to the Lithuanian Foundation Grants Commission, and the National Executive Committee of the Lithuanian American Community, Inc. shall be invited to designate three (3) members to the Grants Commission. The chairman of the Grants Commission shall be elected from among the Foundation’s members.

#39 Changes to the bylaws of the Lithuanian Foundation may be made during the annual meeting of Lithuanian Foundation members, but changes shall take effect upon approval by a simple majority vote of the National Board of Directors of the Lithuanian American Community, Inc.

#41 Approval by a majority of qualified members of the National Board of Directors of the Lithuanian American Community, Inc. is required for liquidation or transfer of the Lithuanian Foundation.

302.3 According to the agreement between the Lithuanian American Community, Inc. and the Lithuanian Foundation and the bylaws of the Lithuanian Foundation, the National Executive Committee of the Lithuanian American Community, Inc. shall designate to the Lithuanian Foundation Grants Commission half of that Commission’s members and an alternate for a period of three years. This appointment by the National Executive Committee must be ratified by the National Board of Directors of the Lithuanian American Community, Inc. All representatives of the Lithuanian American Community appointed to the Grants Commission must be members of the Lithuanian Foundation. The representatives of the Lithuanian American Community serving on the Lithuanian Foundation Grants Commission shall be overseen by and shall be accountable to the National Executive Committee and the National Board of Directors of the Lithuanian American Community, Inc.

302.4 The National Executive Committee of the Lithuanian American Community, Inc. shall maintain ties with the governing body of the Lithuanian Foundation. The National Executive Committee is obligated by the Lithuanian American Community National Board of Directors to preserve and protect the rights of the Lithuanian American Community in the Lithuanian Foundation.

302.5 The Lithuanian American Community, Inc. shall work closely with the Lithuanian Foundation in seeking to preserve the Lithuanian heritage and pass it on to the future generations.