



## Community Building Services (CBS)

Established Dec. 17, 2020

### Member Policy (July 1, 2021)

Based on bylaws Article 2 Section 1, the annual membership fee is **\$20.00** and also it is determined by the general meeting of January 30, 2021.

### Categories of Members

#### 1. Active Member privileges and responsibilities

An active member is an individual who has an active membership with CBS and paid \$20.00/year, and has both responsibilities and rights toward the organization. S/he has a mandatory duty to attend meetings, attend events and programs, have legal rights to questions, participate in voting, and give candidacy for the boards and officer positions. An active member receives the first priority for any opportunity available with the organization.

##### 1. Qualifying Eligibility and Responsibility

- a) Willing to volunteer
- b) Willing to update on Facebook or social media
- c) Willing to attend meetings and events
- d) Willing to contribute with inputs
- e) Willing to share contact information for communication and updates
- f) Every community member can update the organization with their residential address

##### 2. Options of Membership

###### a) Active Membership

- Pay a membership fee of \$20.00 per year. Renewal each year
- Attend meetings and events
- Update regularly on CBS Facebook – Samajik Sanstha with responses
- Actively involved in the decision-making process, serving on the board or as a volunteer and officer.

#### 2. Non-Active Member

A non-active member is an individual who doesn't have an active membership with CBS, has no mandatory obligations and rights with the organization, but can give a presence/audience during community events and programs. They are the supporters of the organization.

##### Passive Membership

- Not mandatory to be an active member
- Passive members are the program supporters and organization
- Refer their family members or children to the programs, services, and events.

### Purpose of Membership

The purpose of making and being CBS members is to promote and realize the mission and vision of CBS and instill a sense of responsibility, rights, and benefits for the members.

Membership Policy

[www.my-cbs.org](http://www.my-cbs.org) email: [communitybuilding@my-cbs.org](mailto:communitybuilding@my-cbs.org) 2430 South 500 East Columbus Center



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### Criteria (Who can be a member of CBS)

- a. All Bhutanese or any other individuals above 18 years old can be a member of CBS, however, those below 18 can be members under an active member's guardianship.
- b. An Active member is s/he who has paid the annual membership fee (\$20) and renewed by December 15<sup>th</sup> and is actively involved in the CBS operations.
- c. Membership expires on December 15 and then stopped paying the membership fee.
- d. Any Bhutanese desiring to serve the community needs to have an active membership, submit BCI, signed Code of Conduct and Non-Disclosure forms.

### Advantages of being membership with CBS

- a. To vote and give candidacy for the Board election.
- b. Active members have access to CBS opportunities **(Education, Employment, Training, Workshops, and community events).**
- c. Active members have the right to put checks and balances on board members and question the budget.
- d. Active members have opportunities to be hired to the position available within CBS based on the job advertisement and selection criteria of the hiring committee.
- e. Active members can claim mileage reimbursements for providing transportation to the community families to workshops and meetings and also can get reimbursed for any fees paid for training.

### Duties and Responsibilities of CBS Member

- a) Every active member abides by the policy guidelines, rules, and regulations mentioned in the CBS Bylaws.
- b) Attend regular general meetings and participate in the decision-making of community program development.
- c) Every active member should read understand and connect with CBS Facebook (Samajik Sanstha) Bylaws and implement effective navigation through the CBS website: [www.my-cbs.org](http://www.my-cbs.org)
- d) Every active member should promote/respect CBS's vision and mission.
- e) Every active member should keep himself or herself updated with the ongoing activities and take action to the decisions made that benefit its members.
- f) Every active member is expected to protect CBS properties respect the CBS logo and not be permissible to misuse, they are to be used for common purposes.
- g) Every active member is expected to respect each other's dignity, privacy, and opinions irrespective of caste, color, creed, religious, cultural, and ethnic background.
- h) Every active member is responsible for the dissemination of the right information at the right time and it will be against the state laws and Bylaws to instigate others against CBS and its members.

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- i) Members of the CBS should update the corporation's officers about their change of address, and contact numbers.

### **ID Card and Use**

- a) CBS will issue a membership ID card valid for one year which will be renewed by the last week of December after verifying the activeness of membership.
- b) Every active member is expected to use an ID card during CBS events and official purposes.
- c) However, ID cards will not be used for personal purposes or the marketplace.
- d) The ID card will only be used by its name bearer owner.

### **Membership Termination**

The termination of membership from CBS is all governed by the provisions of CBS Bylaws Article 2 Section 3.

Officers and changes must be approved by the Executive Board Officers.

If any Board members, officers, volunteers, or community members violate the bylaws, and policies found acting against the organization, use of inappropriate words, behaviors, language, verbal or nonverbal threatening, reactions, or intimidation, his/her membership from CBS will be terminated and all privileges will be forbidden.



## Community Building Services (CBS)

### Board Members and Officers

Dr. Paul Ross	Chairperson/Advisor (Consultant)
Mr. Megha Nath Adhikari	Member
Mr. Tek Neopany	Founder/Executive Director
Mr. Chandra Sapkota	Life Skills Program Coordinator
GP Rai	Youth Program Coordinator
Sarita Subba	Secretary/Treasurer
Gyani Rana	Choreographer
Mr. Sanit Gautam	Board Member
Mr. Dhan Karki	Board Member
Mr. Yadu Mishra	Board Member

Membership Fee will be collected by/paid to the Treasurer.

**Updated on January 3, 2025**

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