

Dow Endowment Fund



Mission

To provide financial assistance to Dow Medical College in the uplift of its educational programs and physical facilities.

To provide financial assistance to Civil Hospital, Karachi, in the uplift of its approved programs and physical facilities.

To provide financial assistance to the faculty, graduates and students of Dow Medical college both in Pakistan and in North America.

Dow Endowment Fund

Zia Moiz Ahmad, MD '82



We, the members of Dow Graduate Association of North America (DOGANA), out of our conviction for our alma mater, do hereby proclaim the establishment of an endowment fund to be known as EnDow. We aim through this fund, to provide financial support to the educational program of Dow Medical College and to the medical care it provides to its affiliated Civil Hospital Karachi." So reads the preamble of the Bylaws for Governance of EnDow. And so it captures in two short sentences the essence of what we aim to achieve.

Every notable educational institution has an endowment fund to channel the gratitude of its professionally successful graduates to the institution that provided them with the education and tools for success. This not only helps the institution in continuing to meet the growing demands of changing times but to develop into centers of excellence and higher learning. The idea of establishing an endowment fund for Dow Medical College is not new. For a number of years, some of our senior colleagues have been discussing this. Notable among these are Dr. Sultan Ahmed, Dr. Iltafat Alavi, Dr. Salim Chowdhrey, Dr. Busharat Ahmed, Dr. Hafeez Ur Rehman and the late Dr. Mushtaq Khan. We are fortunate that now with their guidance, the hard work and efforts of the present team and the enthusiastic support of the general membership EnDow is fast growing from a vision into a reality.

EnDow remains a work in progress with everyday bringing us closer to our goals and objectives. To briefly summarize the journey so far, it started with the First Dow Retreat in St. Louis in March 2004. The DOGANA members attending this retreat resolved to establish the endowment fund for Dow Medical College. The name EnDow was adopted at the suggestion of Dr. Nadeem Zafar. Tax exempt 501 (3)C status for EnDow was applied for and approved by the IRS. A nine member Endowment Committee was formed. After general membership discussion, the final draft of the Bylaws for Governance was approved by DOGANA Executive Committee in April 2005. At the 2005 Annual Summer Meeting of DOGANA in Houston the pledges exceeded \$1,000,000. This was an important milestone for which the general membership, Executive Committee and Dr. Syed A. Samad, the then President of DOGANA, can be rightly proud of.

The Endowment Committee now has the work cut out for them. We have pledges of over a million dollars. We now have to collect the funds, invest them sensibly and disburse the profits for different projects. A separate account of endowment fund has been established. The collection of funds is being undertaken now that the tax exempt status has been approved. This remains the most important part of our efforts at this juncture. The pace of establishing something like an endowment fund can be slow and require patience. Unlike a fund raiser for a specific project it does not offer instant results. This is not only for today but for years to come and will grow with time if we are able to retain the trust and confidence of Dowites.

This I believe is the greatest challenge that we the members of the Endowment Committee face.

We look to the general membership of DOGANA to actively participate in shaping the form EnDow will finally take by contributing intellectually and financially. We cannot think of a better way to say Thank You to Dow for giving us what we needed to become successful members of the medical community.

Zia Moiz Ahmad, MD

Chairman, Dow Endowment Fund Committee

Principal's Message

Professor Salahuddin Afsar



I would like to take this opportunity to thank all the Dowites of North America for their generous and enthusiastic contributions to their Alma Mater. The establishment of an Endowment Fund is in keeping with that spirit. Active and enthusiastic participation of our alumni in the affairs of Dow Medical College is heartening for those of us who are striving to maintain and improve the standards of Dow Medical College and develop it into a center of excellence.

We have introduced integrated teaching combining Basic Science curriculum with clinical application. Research had been a neglected aspect of our curriculum. Recognizing this and the importance of training students in research early on, we have made compulsory research teaching in 3rd and 4th year. To improve the skills of students and faculty a Skills Lab has been established. Another major improvement is the establishment of a Digital Library with more than 100 working stations with access to latest Medical Journals. I feel the Dowites of North America can be extremely helpful in guiding our students and faculty in the field of research and writing scientific paper. Another contribution which would be very helpful would be Dowites of North America coming here as Visiting Faculty and sharing their academic and clinical know how.

The recent trend of graduating classes coming together on their Silver Jubilee Year (starting with the Class Of 1976) and undertaking a project to help the patients of Civil Hospital Karachi is indeed commendable. This underscores the love and commitment Dowites have for their Alma Mater. And now the establishment of EnDow by the members of DOGANA is another step in the same direction.

I congratulate the Endowment Committee and the members and office bearers of DOGANA on this important venture. I wish you all success in your endeavours and assure you of all the support you need from this office.

Prof. Salahuddin Afsar
Principal
Dow Medical College

DOGANA President Ahsan Rashid, MD



On behalf of the Executive Council and members of DOGANA and on my own behalf, I want to congratulate the EnDow Committee for their impressive feat. The Dow Endowment Fund is very much a reality with pledges of over \$1,000,000. The idea of an Endowment Fund for Dow Medical College is not new. It was first proposed in 1985 by Dr. Sultan Ahmed with the aim of establishing the Endowment Fund by year 1994 for the Silver Jubilee Celebration of Dow Medical College. This unfortunately did not happen then for a variety of reasons. But the idea of 1985 finally started taking shape in 2003 in Saint Louis during the First Dow Retreat. This was undoubtedly the most important accomplishment of that meeting.

I want to take this opportunity to thank the members of the EnDow Committee for their hard work and dedication. I also want to express my deep gratitude to all the donors for their generous contributions and commitment to Dow Medical College and Civil Hospital Karachi. Whereas there have been a number of individuals who have worked for EnDow, I want to specially recognize the efforts and work of two Dowites who I believe played a pivotal role, Dr. Sultan Ahmed and Dr. Zia Moiz Ahmad. It was Dr. Sultan Ahmed who first proposed an Endowment Fund in 1985 and it was Dr. Zia Moiz Ahmad who in 2003 made it happen during his tenure at DOGANA.

DOGANA remains committed to EnDow. We will help in fund raising and in any way we can. EnDow as per its bylaws and the support of DOGANA will remain an independent body. I look forward to continued growth and success of this noble venture.

Ahsan Rashid, MD

President, DOGANA.

Spirit of Giving Back to Dow Through EnDow

Sultan Ahmed, MD, SQA



It is an undeniable fact that all Dowites owe their privileged position to the generous contributions of people of Pakistan and Dow Medical College. One way of expressing that gratitude is to give back to both contributors. Most Dowites residing in the US have contributed both individually and as a group with their finances and know-how. These efforts have resulted in the establishment of Emergency Room Theater, Labor and Delivery Suite in Civil Hospital and Operation Theaters and Radiology Department projects. While these contributions are impressive, fact remains that more substantial contributions are needed now and in the foreseeable future.

I believe that we should work towards establishing an Endowment fund under the umbrella of DOGANA. It was in 1985 that I first presented this idea at the Annual Meeting. I wished and hoped that we would make substantial contribution to DOW on its Silver Jubilee to be celebrated in 1994. Unfortunately this wish remained unfulfilled until 2002. Thanks to the energetic group of recent DOGANA officers, we were able to revive this project; in fact they have solicited substantial pledges to the tune of over three quarter million dollars in special retreats they organized at St. Louis in 2004 and in Los Angeles last in 2005.

As you all know Endowment is money or property for the use of an institution in perpetuity. Only the income derived from the investment of the principle is spent. As the endowment fund grows, it generates income so that various projects are undertaken in accordance with Endowment Board Bylaws. The value of the Endowment Fund grows in two ways: Receipt of regular gifts from its contributors and Increase in the value of its investments. Thus more funds will become available to meet the ever-growing needs of our Alma Mater as well as of Dowites.

An Endowment committee has been established and Bylaws and Policies have been put in place. It is now up to the membership of DOGANA in general and the EC in particular proceed with full speed with this project. It is going to stay here in the US-only the income derived from their generous donations will be used to benefit our Alma Mater and the people of Pakistan. Even a cursory reading of the Bylaws will convince that in accord with the basic essential for an endowment fund, that our En DOW Board will be autonomous. It will be free of fiscal and political constraints of APPNA and even of DOGANA. Secondly spending of the income derived from investment of original contributions is prescribed in clear terms. I appeal to all my Dowites to open their hearts and donate most generously to this worthy cause. May Allah, SWA accept our contributions and bless this project to its fullest potential.

Ameen.

Our EnDow – Our Heritage at its best

Salim Chowdhrey, MD



Our very own Dow, our Alma Mater is beckoning us from across seven seas. It needs us. It needs the support of the successful and prosperous members of its family (us Dow graduates who have made our home abroad especially in USA!); Dow needs updating to stay at par with the worldwide medical institutions. Dow our Alma mater prepared us well to stand shoulder to shoulder and work with the best professionals in the world, in the most advanced country in the World.

Dow our Alma Mater must continue this same proud tradition and continue to prepare the current and future generations of professionals to confidently go forth and make even bigger footprints than the generations preceding them have done. But this can only be done with the generous support of those who have preceded them (that is us). The generosity of who have carved a path for themselves. The generosity of those who already stand confidently.

The generosity of those who have already reside in the citadels of success and prosperity. Yes, we have arrived at a pinnacle where we have a chance to be both a beacon and a resource to create and continue a magnificent tradition. Yes, I am sure we all would like to see those who follow us to be even more successful. Yes we would want for them to not only carry traditions we started but also build further, on those foundations and in the process themselves be successful and prosperous, generation after generation.

Success and prosperity is only meaningful when it is shared in kinship and in service. Dow prepared us well for both success and prosperity. Our presence here, is both evidence and witness to it. Let us set up a proud tradition of service to our Alma Mater and our professional kin. It is time we put our success and prosperity in the service of our professional kin, and in service of our Alma Mater. It is time to look to our roots. They now need nurturing. Yes, our benefactor (our Dow) needs nurturing. Let us face it, our mother country is poor, yet it has done well to produce at its young age, quality professionals, and built quality institutions like our Dow. We are the evidence. enDow now looks to our generosity, our magnanimity and our spirituality, to lay the foundations of a tradition of giving back a little, from the blessed bounties we have reaped. The bounties we reaped, because our institution (our Dow) prepared us well. Please donate to our own endowment fund. With open hearts make EnDow a glorious heritage. Our heritage at its best.

Salim Chowdhrey, MD,
Dow Class of 1968

Dow Endowment Fund

Committee Members



Dr. Iltafat Alavi
MD

Dr. Iltafat Alavi is a Dow graduate, class of 1959. He recently retired from practice and still actively involved in DOGANA. Dr. Alavi is one of the founding members of DOGANA, and he has been instrumental in establishing Dow Endowment Fund.



Dr. Sultan Ahmed SQA
FRCP(C), FACC, FACP, FSCA&I

Dr. Sultan Ahmed is a Dow graduate of 1963. After two-year tenure as Registrar Cardiology Department of Civil Hospital he did rotating internship in Troy, NY and residency in Internal Medicine in Tucson, AZ and NJ Medical School, Newark, NJ. He completed cardiology fellowship at NJMS. In 2005 he was bestowed with award of Clinical Faculty of the Year 2005 and "Top Doctor 2005" at his current institution.



Dr. Salim Chowdhrey
MD

Dr. Salim Chowdhrey is a Dow graduate, class of 1968. He practices Psychiatry in New Jersey. Dr. Salim Chowdhrey has been involved in Dow alumni affairs for number of years and still playing an active role in organizing Dow alumni activities.

Dr. Tariq Butt
MD

Dr. Tariq Butt is a Dow graduate, class of 1980. He completed his residency training in Family Practice and currently practicing in Chicago, IL. Dr. Tariq Butt has been very active in local social and political affairs for number of years. His active participation in Dow alumni affairs will be extremely important for DOGANA and Dow Endowment Fund.

Dr. Salma Simjee
MD

Dow graduate, class of 1982. She is in practice of Dermatology in Fresno, California. Currently, a member of Dow endowment committee and she has been one of the founding members of Dow Endowment fund.



Dr. Zia Moiz Ahmad
MD, FACC

Dow graduate, class of 1982. Completed Internal Medicine residency in from University of Kentucky, Lexington, KY. He completed cardiology fellowship at Wake Forest University, Winston-Salem, NC. Currently, he is practicing Interventional Cardiology in St. Louis, MO. Dr. Zia M. Ahmad was the president of DOGANA in 2003.



Dr. Naseem A. Shekhani
MD

Dow graduate, class of 1982. Completed Family Practice residency from St. Johns Hospital Springfield, IL, and completed residency training in Rehab Medicine from Rush-Presbyterian University, Chicago IL. Currently practicing in St. Louis, MO. Dr. Naseem Shekhani brings his valuable resources to DOGANA and Endowment Fund.



Dr. Ahsan U Rashid
MD

Dow graduate, class of 1982. He completed his residency training from SUNY at Stony Brook program in Internal Medicine and has private practice in Irvine-Newport Beach California. He is the current DOGANA President.



Dr. Rizwan Karatela
MD, FACC

Dow graduate, class of 1984. Completed Internal Medicine residency and Cardiovascular research fellowship from Emory University and clinical cardiology fellowship from University of Rochester, NY. Currently he is practicing cardiology in West Palm Beach, Florida. He is the current Executive Director of DOGANA.



Dow Endowment Fund

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ENDOWMENT COMMITTEE

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Burr Ridge, IL

Sultan Ahmed, MD '63
Tenafly, NJ

Salim Chowdhrey, MD '68
Short Hills, NJ

Tariq Butt, MD '80
Chicago, IL

Zia Moiz Ahmad, MD '82
St. Louis, MO

Naseem Shekhani, MD '82
St. Louis, MO

Salma Simjee, MD '82
Fresno, CA

Syed Samad, MD '83
Pine Bluff, AR

Rizwan Karatela, MD '84
West Palm Beach, FL

ANNUAL REPORT 2005

The mission of the endowment funds is to provide financial assistance to Dow Medical College in the uplift of its educational programs and physical facilities. To provide financial assistance to Civil Hospital, Karachi, in the uplift of its approved programs and physical facilities. To provide financial assistance to the faculty, graduates and students of Dow Medical college both in Pakistan and in North America.

In the first Dow Alumni Retreat in 2004 in St. Louis the first fundraising effort resulted in nearly Half a million in pledges. Subsequent months saw more support and by Summer 2005 annual meeting we reached one million dollars in pledges. The same meeting the general body meeting approved the Endow Bylaws.

Activity reports for the year 2006 will be available in summer meeting. All reports will be posted on the website for download.

ACTIVITY ENDING 2005

Total Pledges	1,070,250.00
Collection in 2004	\$56,500.00
Collection in 2005	\$58,500.00
Total Collection	115,000.00

We are grateful to our Donors who have pledged generously for the Dow Endowment Fund. The list of Donors based on the level of donation is presented.

Dow Endowment Fund

The Donors

The EnDow Committee, the Executive Council and members of DOGANA gratefully acknowledges the pledges and contributions of the following individuals. We thank them for their generosity and commitment to Dow Medical College and Civil Hospital Karachi. Those who have contributed at Patron level towards the first million dollars of EnDow will be honored as the founding members.

PATRON

(\$10,000 or More)

Kaleem Arshad	1980	\$50,000.00	Muslim Jami	1985	\$10,000.00
Sultan Ahmed	1963	\$15,000.00	Zafar Jami	1971	\$10,000.00
Zia Moiz Ahmad	1982	\$15,000.00	Asma Jamil	1984	\$10,000.00
Azfar Malik	1978	\$15,000.00	Iqbal Jangda	1984	\$10,000.00
Farid Qazi	1983	\$12,500.00	Syed Junaid	1993	\$10,000.00
Zafar Quader	1987	\$12,500.00	Rizwan Karatela	1984	\$10,000.00
Tariq Butt	1980	\$12,000.00	Hassan Ali Kassamali	1980	\$10,000.00
Syed Samad	1983	\$12,000.00	Sibte Abbas Kazmi	1981	\$10,000.00
Syed Mansoor Abidi	1988	\$10,000.00	Salma Khalil	1983	\$10,000.00
Salma Haiden Agha	1987	\$10,000.00	Khawla Khan	1961	\$10,000.00
Mirza Wadood Ahmed	1986	\$10,000.00	Mohammad Raza Khan	1992	\$10,000.00
Shakeel Ahmed	1972	\$10,000.00	Abid Khurshid	1987	\$10,000.00
Sadaf Raouf Ahsan	1986	\$10,000.00	Ashok Kumar	1985	\$10,000.00
Farrukh Aijaz	1982	\$10,000.00	Sadeem Mahmood	1989	\$10,000.00
Ilfat A. Alavi	1959	\$10,000.00	Shazia Malik	1985	\$10,000.00
M. Amjad Ali	1985	\$10,000.00	Rizwan Mansoor	1988	\$10,000.00
Pervez Alvi	1982	\$10,000.00	Natasha Mirza	1983	\$10,000.00
M Aman	1991	\$10,000.00	Abdul Munis	1984	\$10,000.00
M. Umair Anwar	1989	\$10,000.00	Shahid Naqvi	1983	\$10,000.00
Basit Adnan Baig	1984	\$10,000.00	Yawer M. Nensey	1984	\$10,000.00
Mirza S. Baig	1968	\$10,000.00	Hameed U. Peracha	1980	\$10,000.00
Wajid Baig	1983	\$10,000.00	Javed Qasim	1978	\$10,000.00
Salim Chowdhrey	1968	\$10,000.00	M. Nisar Qureshi	1983	\$10,000.00
Zimran Chowdhary	1986	\$10,000.00	Adnan Rafique	1995	\$10,000.00
Shahla Durranni	1983	\$10,000.00	Ejaz Rahim	1970	\$10,000.00
Ahmad N. Gill	1985	\$10,000.00	M. Rahman	1960	\$10,000.00
Riaz Q. Gill	1988	\$10,000.00	M. Pervaiz Rahman	1985	\$10,000.00
Salim Gopalani	1984	\$10,000.00	Ahsan Rashid	1982	\$10,000.00
Farhana Habib	1988	\$10,000.00	Abid Rasool	1991	\$10,000.00
Farooq Habib	1980	\$10,000.00	Shehzad Saeed	1991	\$10,000.00
Muhammad Hanif	1984	\$10,000.00	Naseem Shekhani	1982	\$10,000.00
Zubair Haq	1984	\$10,000.00	Akhtar Siddique	1984	\$10,000.00
M. Salman Haroon	1985	\$10,000.00	Salma Simjee	1982	\$10,000.00
Akhtar Hussain	1986	\$10,000.00	Ahsan Syed	1982	\$10,000.00
Shehla Hussain	1985	\$10,000.00	Tariq Vakani	1980	\$10,000.00
Jamal N. Hyder	1987	\$10,000.00	Fazle Yasin	1964	\$10,000.00
Tanveer M. Imam	1986	\$10,000.00	Mohammad Babar Yousaf	1983	\$10,000.00
Syed Faisal Jafri	1990	\$10,000.00	Sajid Zafar	1989	\$10,000.00
Aamir Jamal	1989	\$10,000.00	Rashid & Shaheen Zia	1971	\$10,000.00

Dow Endowment Fund

The Donors

SPONSOR:

(From 5000 to 9999)

Faheem Ahmed	1995	\$5,000.00
Usama Akhtar	1989	\$5,000.00
Amjad Ali	1984	\$5,000.00
Mohammad Aslam	1984	\$5,000.00
Muhammad Eiaz Ata	1987	\$5,000.00
Asim Farid	1984	\$5,000.00
Farrukh Hashmi	1985	\$5,000.00
Zafar Iqbal	1995	\$5,000.00
Rizwan Jabir	1986	\$5,000.00
Wajiha Karatela	1988	\$5,000.00
Mohammad Arshad Khalil	1985	\$5,000.00
Aman Khan	1989	\$5,000.00
Bilal Khan	1988	\$5,000.00
Raheel Khan	1983	\$5,000.00
Saad Khan	1987	\$5,000.00
Syed Mahdi	1980	\$5,000.00
Khalid Mahmood	1982	\$5,000.00
Muhammad Mansoor Mohuddin	1987	\$5,000.00
Shahid Muhammad	1986	\$5,000.00
Adnan Nadir	1988	\$5,000.00
Ahmad I. Qadir	1986	\$5,000.00
Fakhruddin Rakla	1984	\$5,000.00
Younus Rakla	1980	\$5,000.00
Syed Rizwan	1982	\$5,000.00
Mazhar & Dr. Nasreen Sheikh	1967	\$5,000.00
Wamiq Sultan	1989	\$5,000.00
Saifuddin Tahir	1989	\$5,000.00
Jawaid Yousuf	1979	\$5,000.00
Saeed Zafar	1988	\$5,000.00

SUPPORTER:

(From \$1000 to 4999)

Salma Khan	1987	\$2,000.00
Farhat Shekhani	1982	\$2,000.00
Seema & Nadeem Zafar	1985	\$2,000.00
Shadab Hussain Ahmed	1979	\$1,000.00
Zaki Anwar	1989	\$1,000.00
Kamran Baig	1992	\$1,000.00
Zoha Gondal	1989	\$1,000.00
M. Sohail Khan	1988	\$1,000.00
M.R. Khan	1992	\$1,000.00
Zeelaf Munir	1989	\$2,000.00

FRIEND:

(From \$1 to 999)

Parveen Ahmed	1971	\$500.00
Arif Habib	1988	\$500.00
Mohammad Arshad Khalil	1985	\$500.00
Muhammad A. Meman	1989	\$500.00
Kazi Salahuddin	1985	\$500.00
Khursheed Zia	1982	\$500.00
Hashim S. Raza		\$250.00



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PLEDGE FORM 2006

*We would like to request you to please take a moment and
pledge to support Dow and CHK*

Name: _____ Class of: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____

CHOOSE CATEGORIES:

- Patron: \$10,000 (2000 yearly for five years)**
- Sponsor: \$5000 – 9999**
- Friend: \$1000 – 4999**
- Supporter: \$1 – 999**

*In support of Dow Medical College and Civil Hospital Karachi, I
would like to pledge a donation for Dow Endowment Fund in the
amount of \$ _____.*

Signature: _____ Date: _____

BYLAWS
for
GOVERNANCE
of
enDOW
(DOW ENDOWMENT FUND)

In the name of Allah – the Beneficent, the Merciful

PREAMBLE

We, the members of Dow Graduate Association of North America (DOGANA), out of our conviction for our Alma Mater, do hereby proclaim the establishment of an endowment fund to be known as EnDOW. We aim, through this fund, to provide financial support to the educational programs of Dow Medical College and to the medical care it provides to its affiliated Civil hospital.

To this effect, we hereby set forth and enact the following laws governing this independent entity, which shall be binding on each one individually and all of us collectively, until and unless properly amended by the provisions herein. So help us God. Ameen.

Enacted on the 17th day of April in the year two thousand and five.

Bylaws and Policies

1.0 ARTICLE I- NAME

The name of this corporation shall be EnDow. Hereafter, it may also be referred as the Fund.

2.0 ARTICLE II- AFFILIATION

This Fund shall be an independent, not for profit organization incorporated in the United States of America, and shall have no substantial political affiliations or activities.

3.0 ARTICLE III- AIMS AND OBJECTIVES

- 3.1 To provide financial assistance to Dow Medical College in the uplift of its educational programs and physical facilities as approved by its governing body.
- 3.2 To provide financial assistance to Civil Hospital, Karachi, in the uplift of its programs and physical facilities as approved by its governing body.
- 3.3 To provide financial assistance to the faculty, graduates and students of Dow Medical college both in Pakistan and in North America.
- 3.4 Only funds generated through the investment of donations, hereafter referred to, as the "income" shall be spent to meet the above-mentioned objectives.
- 3.5 The general formula of distribution to the above-mentioned three areas will be in the approximation of 40%, 40% and 20% of the annual income respectively.

4.0 ARTICLE IV- GOVERNING BODY

4.1. Powers, Authority, Responsibility and Accountability

- 4.1.1. A board of directors, hereafter called the Board, shall be the supreme authority to manage, invest and reinvest the capital and control the business, properties and affairs of the Fund.
- 4.1.2. This Board shall have and may exercise all powers to which the Fund may be entitled pursuant to applicable laws, the articles of agreement and these Bylaws.
- 4.1.3. Control of all assets of the Fund shall at all times remain under this Board and shall be independent of all officers and all committees of DOGANA and Association of Physicians of Pakistani-descent of North America (APPNA).
- 4.1.4. The Board may enter into agreements or cooperative arrangements with
- 4.1.5 An act of the Board shall be valid only when approved by a majority of the Board members voting at a regular or a special meeting of the Board. The Board is authorized to employ such person or persons, including an executive director, attorneys, agentother entities, public or private working on similar projects in conformity with the policies of this Fund.
- 4.1.6 s, fiduciary custodians and assistants as in its judgment are necessary or desirable for the administration and management of the Fund and to pay reasonable compensation for the services performed and expenses incurred by such persons.
- 4.1.7 The Board shall not permit any part of net income or capital of the Fund to inure to the benefit of any of its Member, officer or other private person or individual except as contemplated in articles 3.3 and 4.1.7.
- 4.1.8 The Board shall be fully accountable to the General Body of DOGANA for its stewardship of the Fund and for the

accomplishment of the Fund's mission and purposes. To this effect the Board will submit its Annual report to the DOGANA Executive Council 60 days before the Annual Meeting of DOGANA General Body for its presentation at that Meeting.

4.2 Membership and Term of Office

- 4.2.1 The Board shall consist of nine (9) members- seven elected by the Executive Council (EC) of DOGANA and the sitting President and Executive Director of DOGANA.
- 4.2.2. Term of members of each elected Director will be five (5) years.
- 4.2.3. Term of members of the initial Board, however, will be staggered from one (1) to five (5) years, as determined by the majority of the EC of DOGANA.

4.3 Election, Filling of Vacancies and Qualifications

- 4.3.1. One Director shall be elected from amongst the members of DOGANA by a majority of members of the DOGANA EC at their Annual Meeting. The initial Board will be elected as stipulated in 4.2.3.
- 4.3.2. In the event of a vacancy due to death, resignation or inability to serve by a member of the Board, the DOGANA EC will select a person to fill that vacancy.

4.4. Meetings

- 4.4.1. A regular meeting of the Board shall be held at the time and place of the Annual Meeting of DOGANA.
- 4.4.2. A special meeting of the Board may be called by the President of the Board or three (3) Directors. Notice of such a meeting shall be given to all Board members a minimum of five (5) days prior to the meeting. The purpose of the meeting shall be set forth in the notice.
- 4.4.3. The presence of at least three (3) elected members and the Treasurer, Secretary and President or Vice President of the Board shall be a requisite for and shall constitute a quorum for the transaction of business at all meetings.
- 4.4.4. All decisions of the Board shall require an affirmative vote of 66% of those present at the meeting with the requisite quorum.

5. ARTICLE V- OFFICERS

- 5.1. There shall be four (4) officers of the Fund
- 5.2. A President, a Vice President, a Secretary and a Treasurer.
- 5.3. All officers will be elected by the Board at its Annual Meeting.
- 5.4. The term of all officers will be two (2) years.
- 5.5. An officer may not be elected for more than two (2) consecutive terms.
- 5.6. An officer may be removed, with cause, and only after providing opportunity to the accused for presenting his/her position, upon two-thirds (2/3) affirmative vote of the Board.
- 5.7. The duties of the President will be:
 - 5.7.1. To serve as executive officer of the Fund
 - 5.7.2. To call and preside over all regular and special meetings of the Board.
 - 5.7.3. To appoint all committees and their chairs.
 - 5.7.4. To sign all checks
 - 5.7.5. To exercise all special powers granted by the Board.
- 5.8. The duties of the Vice President will be:
 - 5.8.1. To assume all powers and perform all duties of the presidency in the absence of the President.

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- 5.8.2. To assume the presidency in the event the office becomes vacant.
- 5.8.3. To assist the President in performing necessary duties.
- 5.9. The duties of the Secretary will be:
 - 5.9.1. To prepare or supervise the preparation of the minutes of the Board meetings, and distribute or supervise the distribution of the minutes to the members at least one (1) week prior to the next meeting.
 - 5.9.2. To maintain files of all records and documents of the Fund.
- 5.10. The duties of the Treasurer will be:
 - 5.10.1. To handle all financial matters in accordance with the policies of the Fund.
 - 5.10.2. To deposit all checks in the official bank account/s of the Fund
 - 5.10.3. To sign all checks of the Fund with the President.
 - 5.10.4. To maintain all financial records of the Fund. The fiscal year of the Fund will be from January 1 to December 31.
 - 5.10.5. To report the financial status of the Fund to the Board every three (3) months.

6. ARTICLE VI- COMMITTEES

The standing committees of the Fund will be:

- 6.1. Fund Raising:
 - 6.1.1. This Committee will be responsible for raising donations for the Fund.
 - 6.1.2. This Committee will work closely with the DOGANA EC
- 6.2. Investment:
 - 6.2.1. This Committee shall oversee the management of the Fund Portfolio of cash, equities, and debt instruments.
 - 6.2.2. It shall make recommendations on the retention and guidelines to the Board for fiscal agents and on policies, which guide investment decisions.
- 6.3. Project Evaluation:
 - 6.3.1. This Committee shall receive all projects presented to the Fund for help and assistance.
 - 6.3.2. After making a thorough investigation of feasibility with regards to merits and funding requirements, it will make recommendations to the Board for funding or rejection.
- 6.4. Communication:
 - 6.4.1. This Committee will be responsible for establishing sources including but not limited to print and electronic media for communicating effectively with members of DOGANA regarding the current affairs and future plans of the Fund,
- 6.5. Co-ordination/Management
 - 6.5.1. This Committee will be responsible overseeing all legal proceedings with appropriate regulatory agencies in the US.
 - 6.5.2. It will also manage the office and its staff.
- 6.6. Chairs and Co-Chairs of all committees will be appointed from amongst the Directors by the President.
- 6.7. The Chair and the Co-Chair of each committee, in consultation with the President, will select three (3) members to their committees from amongst the members of DOGANA giving preference to the donors of the Fund.

7. ARTICLE VII- ADVISORY COUNCIL

- 7.1. The Executive Council of DOGANA will act as the Advisory Council to the Board.
- 7.2. In addition to electing and filling vacancies in the Board, the EC will offer advice, whether sought or not, on feasibility of projects under consideration of the Board.

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- 7.3. The EC may also propose, through its president, an EC-initiated project to the Board.
- 7.4. The advice so rendered will be non-binding on the Board.
- 7.5. Close working relationship between the EC and the Board will be an absolute necessity for raising donations for the Fund.

8. ARTICLE VIII- PARLIAMENTARY AUTHORITY

The rules contained in Robert's Rules of Order shall govern the proceedings of the Board and its committees.

9. ARTICLE IX- INDEMNIFICATIONS OF THE DIRECTORS

- 9.1. This Fund shall indemnify every director and officer, who was or is party or is threatened to be made a party to any threatened, pending or completed action, suit or proceedings, whether criminal, civil, administrative or investigative by reason of the fact that he or she was or is a representative of the Fund and acted in good faith and in manner he or she believed to be in, or not opposed to, the best interest of the Fund.
- 9.2. No indemnification shall be made in respect to any claim, issue or matter as to which such person shall have been judged to be liable for negligence or misconduct in the performance of his or her duty to the Fund unless and only to the extent that the court in which such action or suit was brought shall determine that in view of all the circumstances of the case, such person is fairly and reasonably entitled to indemnity for such expenses which such court shall determine.

10. ARTICLE X- AMENDMENTS

- 10.1 The Board, by a 2/3rd majority of vote, may adopt, amend, repeal, suspend or establish a bylaw or policy or change Board procedures related to effective and efficient functioning of the Board
- 10.2 These Bylaws may be amended at any regular or special meeting of the Board.
- 10.3 The proposal for amendment shall be circulated by the Secretary to all members at least ten (10) days before the meeting at which action on the proposed amendment will be taken.

11. ARTICLE XI- DISSOLUTION

- 11.1. No proposal for dissolution of the Fund shall be considered unless recommended by the 2/3rd majority of the directors and discussed at the next meeting of the Board and after four (4) weeks' notice in writing has been given to each member.
- 11.2. Upon dissolution of the Fund, the Board of Directors shall, after paying or making provision for payment of all of the liabilities of the Fund, dispose of all of the assets of the Fund exclusively to DOGANA.

12. ARTICLE XII- ARTICLE OF INCORPORATION

The article of incorporation of the Fund is attached as the Appendix to these Bylaws.