

# THE BY-LAWS OF IMAM HUSAIN ISLAMIC CENTER

## **By-Law 1 NAME AND REGISTERED OFFICE**

### **Section 1 Name**

This Association shall be known as IMAM HUSAIN ISLAMIC CENTER hereinafter referred to as the Organization or the Center. *For identification and communication purposes, it shall also be known as Imam Husain Islamic Center and Imam Husain Islamic Center of Minnesota.*

### **Section 2 Registered Office**

The registered office of the organization and its mailing address is 6269 University Ave. N.E., Fridley, Minnesota 55432 and the mailing address is P.O. Box 29123, Brooklyn Center, MN 55429-9998.

## **By-Law 2 AIMS AND OBJECTIVES**

### **Section 1 Purpose**

The purpose of this Organization is

- a) To promote the teachings of Islam according to Islamic Faith of Ahlulbait School of Thought (the specified progeny of the Holy Prophet) and to provide facilities for the members and their families to observe the same.
- b) To safeguard and further the religious, moral, social and educational interests of its members and their families and to promote their welfare.
- c) To create, cultivate and maintain goodwill, amity and understanding between members within the limits of Sharia (Islamic Ja'fari laws) between the community and other communities of different races and creeds.
- d) To encourage the propagation of the Islamic Faith.
- e) To accept and/or manage charitable trusts and/or bequests from any individual or Organization in accordance with the terms of such trusts or bequests so long as the terms are acceptable to the members of the Organization and the trusts or bequests fall within the general aims and objectives, of the Organization and are not contrary to the laws of the State of Minnesota and Federal laws of the U.S.A.
- f) To create, receive, raise and invest funds and to buy, sell, build, own and let properties in furtherance of the aims and objectives.
- g) To remain within the bounds of the Sharia (Islamic Ja'fari laws) of the Islamic Faith in all its activities and undertakings.
- h) To undertake all such activities which are of benefit to the followers of the Islamic Ja'fari Faith.
- i) To accept donations, gifts, legacies and bequests for use in promoting the objectives and carrying on the activities of the Organization.
- j) This Organization is established exclusively for Religious, Educational and Charitable purposes within the meaning of section 501 ( c ) (3) of the Internal Revenue Code or

corresponding section of any future federal tax code.

## Section 2 Limitations on Activities

- a) The Organization is a charitable, non-profit association and its activities shall be carried without purpose of gain for its members and all funds or other accessions of the Organization shall be used in promoting its aims and objectives.
- b) No Substantial part of the activities of the corporation shall be by the carrying of propagandas or otherwise attempting to influence legislation and the corporation shall not participate in or intervene (including the publishing or distribution of statements) any political campaign on behalf of any candidate or public officer.
- c) The Center located at 6269 University Ave. N.E., Fridley, MN 55432 must be strictly used for religious purposes only. All Full Members must be invited for all such religious functions held at the Center. All other properties of the Organization will be used for the Organization and at the discretion of the Executive Committee.

## **By-Law 3 MEMBERSHIP**

### Section 1 Membership Classes

There shall be two classes of membership in the Organization:

- (a) Full Members
- (b) Associate Members

### Section 2 Qualifications for Membership

a) Full Members:

- 1) Any member classified as a Full Member prior to October 1, 2004, shall continue as a Full Member unless membership is revoked as provided in these By-Laws.
- 2) All members of a Full Member's family unit defined as the Full Member, his spouse, household dependents and children over the age of eighteen (18) enjoy the benefits of Full Membership. A household dependant is a current occupant of the Full Members' household who has resided in that household for one full year.
- 3) Any individual meeting the following conditions may apply in writing to the Executive Committee for Full Membership:
  - (I) be a Muslim of the Ja'fari faith
  - (II) be over eighteen years of age;
  - (III) be a resident of Minnesota; AND
  - (IV) be an Associate Member in good standing for at least one full year.

b) Associate Members:

- a. Any individual meeting the following qualifications may apply in writing to the Executive Committee for Full Membership:
  - (I) be a Muslim faith; AND

- (II) be over eighteen years of age.

### Section 3 Manner of Admission

- a) Full Membership: The Application for Full Membership must have the written support of five (5) Full Members of the Organization who have each been Full Members in good standing for at least one (1) year. The Executive Committee shall review the application and accept or reject the application for Full Membership within forty-five (45) days from the date the application is submitted to the Executive Committee. A failure by the Executive Committee to accept or reject the application within forty-five (45) days shall be deemed a rejection of the application. The decision of the Executive Committee is final and not subject to review. An individual rejected for Full Membership by the Executive Committee may reapply after one (1) full year from the date of the rejection of the previous application for Full Membership.
- b) Associate Membership: The Application for Associate Membership must have the written support of one (1) Full Member of the Organization who has been a Full Member in good standing for at least one (1) year. The Executive Committee shall review the application and accept or reject the application for Associate Membership within forty-five (45) days from the date the application is submitted to the Executive Committee. A failure by the Executive Committee to accept or reject the application within forty-five (45) days shall be deemed a rejection of the application. The decision of the Executive Committee is final and not subject to review. An individual rejected for Associate Membership by the Executive Committee may reapply after one full year from the date of the rejection of the previous application for Associate Membership.
- c) A Member whose membership has been revoked may reapply for Membership after one full year from the date of revocation; provided that a Member whose membership has been revoked for failure to pay dues or fees must also fully pay all previously required membership dues and fees.

### Section 4: Revocation of Membership

- (a) Full Membership shall be revoked in one of the following circumstances:
  - 1) Membership will be revoked for any Full Member who fails to pay dues and/or fees for three consecutive months: (a) any dues prescribed by the membership or (b) monthly subscription fees, and has not requested a waiver of payment from the Executive Committee or whose request for a waiver of payment from the Executive Committee has been denied. Such revocation shall be preceded by a grace period of fifteen (15) days, and by written notification by the Executive Committee. Membership may only be reinstated by payment of all dues and fees in arrears and through the application procedure as set forth in these By-Laws.
  - 2) Membership will be revoked for any Full Member who is no longer a resident of Minnesota. In such a case, the Full Member will therefore be categorized and an associate member.
- (b) Associate Membership shall be revoked for failure to pay dues or fees as set forth in these By-Laws.

### Section 5: Voting Rights

- 1) In all matters where voting is required, only Full Members and the Full Member's

family unit as defined in By-Law 3, Section 2(a)(2) over the age of eighteen at the time of the election are entitled to vote. Fourteen (14) days prior to any General Committee, the Executive Committee shall post a list of those qualified to vote. The posting may be made on the notice board at the Center. Should any Full Member feel that any member of his family unit is eligible to vote, but not included on the list of qualified voters, he may appeal in writing to the Executive Committee no later than seven days prior to the General Meeting. A failure to appeal seven days prior to the General Meeting shall be deemed a waiver of any defect on the list of qualified voters. The Executive Committee shall resolve any appeal prior to the time of the General Meeting. The Executive Committee's determination on such an appeal shall be final, and not subject to review. At the start of the General Meeting, the Executive Committee shall provide to the election forum a final list of qualified voters, which shall determine those that may participate in voting at that General Meeting.

- 2) Any qualified individual wishing to vote must be present at the location of the vote at the time of the vote. Voting in absentia will be allowed if the individual wishing to vote authorizes in writing another individual qualified to vote and who is present at the location of the vote at the time of the vote and the written authorization is presented to the executive committee prior to the time of the vote.
- 3) In order for the Full Member and qualified members of his family unit to be entitled to vote, a Full Member must have paid all dues and fees due at the time of the vote or have requested and obtained a waiver of payment from the Executive Committee.

#### **By-Law 4 SUBSCRIPTION AND DUES**

##### **Section 1 Establishment**

Such monthly subscription, initiation fees and other dues as maybe prescribed from time to time by a resolution passed at a General Meeting.

##### **Section 2 Monthly Dues**

A Full or Associate Member shall pay one set of dues for Full Membership for the entire family unit, as defined in By-Law 3, Section 2(1)(2).

##### **Section 3 Waiver**

The Executive Committee may at its own discretion by simple majority waive payment of any or entire portion of the arrears of any dues from any member.

#### **By-Law 5 THE EXECUTIVE COMMITTEE**

##### **Section 1: Qualifications and Term of Office**

- a. The affairs of the Organization shall be managed by a committee of seven (7) full members, each of whom shall, as a condition of retention of office, be and remain in good standing, Full Members or part of the Full Member's family unit as defined in By-Law 3, Section 2(a)(2) over the age of eighteen, be a US Citizen or a legal permanent resident (holder of "green card"). The Executive Committee members shall have held Full Membership of the Organization for at least two (2) years continuously and consecutively at the time of their election to office. They should be active participants for 60% of the activities of the Organization as

considered generally by the Full Members of the Organization at the time of the election.

- b. Each Executive Committee member shall be elected for a two year term, and shall hold office until the first General Meeting after the election of a successor. Each member of the Executive Committee shall be eligible for re-election if otherwise qualified.

## Section 2 Composition

The Executive Committee shall comprise of 7 Full Members.

President

Vice President

Secretary

Treasurer

Joint Secretary

Building Administrator

Aalim

## Section 3 Removal

The Full Members of the Organization entitled to vote may, by resolution passed by at least two-thirds of the votes cast at a General Meeting of which notice specifying the intention to pass such resolution has been given, remove any Executive Committee member before the expiration of his term of office and may, by a simple majority of votes cast at that meeting, elect any qualified Full Member in good standing in his stead for the remainder of his term.

## Section 4 Vacancies

- a) An Executive Committee member shall vacate his office if:
  - 1) He ceases to be Full Member in good standing.
  - 2) He tenders his resignation in writing to the Executive Committee
  - 3) He dies
  - 4) He is removed by a resolution passed at a General Meeting by a vote of not less than two-thirds of those present and eligible to vote.
- b) Vacancies on the Executive Committee, unless caused by removal from office may so long as a quorum of the Executive Committee remain in office, be filled by the said Executive Committee members from among the qualified Full

Members in good standing of the Organization, if they shall see fit to do so; otherwise, such vacancy shall be filled at the next General Meeting of the Organization at which the Executive Committee members for ensuing years are elected; but if there is not a quorum of the Executive Committee, the remaining Executive Committee members shall forthwith call a special general meeting to fill the vacancy. Vacancy of the post of the President, however caused, shall be filled for the unexpired term of the office by the Vice-President if appropriate, otherwise, it shall be filled by procedures stated above.

#### Section 5 Quorum, Meetings, and Notice

- a) Five Executive Committee members shall form a quorum for the transaction of business.
- b) The Executive Committee may hold its meeting at such time and place as it may from time to time determine. Meetings of the Executive Committee may be called by the President or any other two members of the said Committee.
- c) Notice of such meetings shall be communicated to each Executive Committee member not less than 48 hours before the meeting is to take place. The declaration of the Executive Committee member that notice has been given pursuant to this By-Laws shall be prima facie evidence of the giving of such notice.
- d) The Executive Committee may appoint a day or days in any month or months at any place or places for regular meetings at an hour to be named and of such regular meeting no notice need be sent. A meeting of the Executive Committee may also be held, without notice, immediately following any General Meeting of the Organization. The Executive Committee members may consider or transact any business either special or general at any meeting of the Executive Committee.

#### Section 6 Voting

Questions arising at any meetings of the Executive Committee shall be decided by a majority of votes. All votes at any such meeting shall be taken by ballot if so demanded by any Executive Committee member present, but if no demand is made, the vote shall be taken in the usual way by assent or dissent.

#### Section 7 Sub-committees

- a) The Executive Committee shall appoint such sub-committees with such members thereof and on such terms of references as it may deem appropriate. Examples of such sub-committees may include Madressa, Ladies committee, Youth Committee,...etc. The heads of such sub-committees shall be approved by the Executive Committee.
- b) These sub-committees shall be dissolved at the end of the term of the Executive Committee that appointed the sub-committee.

#### Section 8 Authority for Capital Expenditures

The Executive Committee shall have authority without requiring prior consent of the Organization to expend from the Organization's funds, amounts up to \$1,00.00 from the general fund for any project related to the activities, aims or objectives of the Organization. All expenditures in excess of \$1,000 approved by the Executive Committee, must be approved by the Membership.

#### Section 9 Election

- a) Each of the members of the executive committee shall be elected during a General Meeting. The election of the Executive Committee shall be conducted by ballot. The election shall proceed with the election of the President first, followed by the Vice-President, Secretary, Treasurer, Aalim, Building Administrator and Joint Secretary in order.
- b) Nominations for all the elective posts for the Executive Committee may be submitted by any Full Member. Nominations must be submitted in writing to the Election Forum by 8:00 p.m., at least 15 days prior to the General Meeting for such elections. A Full Member may only be nominated for up to 2 elective posts in any one election. If nominations have been received for more than 2 posts, then the Election Forum will solicit the nominee and request choice of 2 posts only. In case, if nominee is unable to decide, then Election Forum will choose the first 2 nominations received as the nominations of choice for the nominee.
- c) All nominations received, must be posted and/or announced to the General Membership as they are received. The posting may be made on the notice board at the Center and the announcements may be made during Thursday regular prayer sessions.
- d) Nominations may only be accepted during the General Meeting when no nominations have been timely received by the Election Forum, or when there are 2 nominees or less for a particular post and one of the nominees has already been elected for a post prior to the post in consideration during the same election.
- e) In addition, a newly elected President may nominate Qualified Full Members to fill the remaining positions regardless of whether that person has already been nominated for two positions. After the President has been elected, the General Meeting will adjourn for 10 minutes to allow the President to nominate other qualified Full Members of the Executive Committee.
- f) If for any reason only one nominee name has been received for a post then such nominee will automatically be elected for the post.

#### Section 10 Powers

The Executive Committee members of the Organization may administer the affairs of the Organization in all things and make or cause to be made, for the Organization and in its name, any kind of contract which the Organization may lawfully enter into, generally may exercise all such other powers and all such other acts and things as the Organization is empowered to do pursuant to the terms of the Document and the State laws of

Minnesota, Federal laws of USA and Islamic Ja'fari laws save as hereinafter provided.

#### Section 11 Minutes of Meetings, Books and Records

- a) The Secretary shall attend all meetings of the Executive Committee or appoint another Executive Committee member to act on his behalf.
- b) The Executive Committee shall be the custodian of all records, correspondence, contracts and documents belonging to the Organization.
- c) The Executive Committee shall have charge of all books incidental to the office. They shall keep available for information of the Full Members, all documents that can be released as stated above. They shall have with them the proper minutes and record books at every such meeting and other necessary books they have in their possession related to the business to be transacted at such meeting.
- d) The Secretary or another member of the Executive Committee appointed to act on his behalf shall maintain minutes of each Executive Committee meeting and General Meeting. Said minutes shall be made available to any Full Member of the Organization to inspect upon reasonable notice, and shall remain papers of the Organization in the custody of the Executive Committee.
- e) They shall keep a file of all incoming and outgoing Organization correspondence for each fiscal year that they hold office.
- f) They shall keep all Full Members notified fourteen days in advance of any general meeting of the membership of the Organization.
- g) They shall keep a list of all present and former members of the Organization. They shall see that the Constitution and by-laws are kept up-to-date with all changes and amendments and shall see that all Full Members are supplied with a copy thereof and all subsequent changes and amendments thereto.
- h) They shall be responsible for maintaining an up-to-date inventory of all Organization property. This inventory shall include full description of all the articles and their locations.
- i) The Treasurer shall keep full and accurate books of accounts in which shall be recorded all receipts and disbursements of the Organization and, under the direction of the Executive Committee shall control the deposit of money and safe keeping of securities and the disbursements of the funds of the Organization. He shall render to the Executive Committee at the meeting thereof or whenever required of him an account of all his transactions as Treasurer and of the financial position of the Organization, and he shall perform such other duties as may from time to time be prescribed by the Executive Committee
- j) The Treasurer shall have the authority and in his absence any other Executive Committee member, to acknowledge and issue official receipts for any dues, subscriptions, grants and donations received on behalf of the Organization.

#### Section 12 Open Meetings and Protection of Privacy



All personal discussions of individuals that are made during the Executive Committee meetings shall remain private to protect individuals' privacy. Otherwise, all meetings of the Executive Committee shall be open.

## **By-Law 6 EXECUTION OF DOCUMENTS**

### Section 1 Documents

Any document other than checks, for its validity for and on behalf of the Organization shall be signed jointly by the President and any other Executive Committee member as approved by the Executive Committee.

### Section 2 Resolutions

A copy of a resolution purporting to be signed by the President and another member of the Executive Committee of the Organization shall be prima facie evidence thereof and of the fact that such resolution was duly passed.

### Section 3 Checks

All checks issued in the name of the Organization must be signed by the Treasurer and any other Executive Committee member as approved by the Executive Committee.

## **By-Law 7 FISCAL YEAR**

The fiscal year of the Organization shall terminate on the 31st day of December in each year.

## **By-Law 8 GENERAL MEETINGS**

### Section 1 Purpose

The Organization shall hold its General Meeting annually, between January 1 and the last day in February for the purpose of:

- Receiving the Executive Committee's report, audited accounts for the preceding fiscal years. The Executive Committee responsible for the report shall be answerable to all the questions arising from such report;
- Approving budget for the ensuing years;
- On every other year, to elect members of the Executive Committee (this does not preclude the ability of the Executive Committee or Membership to fill vacancies from time to time as they arise as otherwise provided in these By-Laws);
- To elect any other office bearers and confirm the appointment of auditors; OR
- Transacting any other business specified in the agenda for the meeting.

## Section 2 Resolutions

A Full Member wishing to move any resolution at the General Meeting shall give notice thereof in writing to any member of the Executive Committee not less than seven days before the date of the meeting.

## Section 3 Special General Meetings

A special General Meeting of the Organization may be called at any time by the Executive Committee. Or, a special General Meeting shall be called upon request in writing signed by at least 51% of the Full Members (excluding members of the Full Member's family unit) in good standing. Every such request shall state the purpose for which the meeting is required and the meeting shall be convened within thirty days of the receipt of the request upon giving the prescribed notice to the Full Members stating the agenda for the meeting.

## Section 4 Quorum

A quorum at the general meetings is constituted if family units of Two-thirds of the Full Members in good standing are represented by an individual eligible to vote. If a quorum does not constitute at the noticed time of the general meeting, then the same meeting may be adjourned and recalled after half an hour with those present thereof constituting a quorum.

## Section 5 Notice

Fourteen days' notice of General Meeting shall be given to the Full Members.

## **By-Law 9 AUDITOR(S)**

At the end of each fiscal year, or on the occasion of any change in the office of the Treasurer or at such other time as the Executive Committee may determine, the books and accounts of the Organization shall be audited by Auditors to be nominated and elected by the General Membership. This election shall coincide with the election of the Executive Committee.

## **By-Law 10 TRUSTEES (Board of Trustees)**

### Section 1 Qualifications and Term of Office

There shall be five trustees, each serving a staggered term of ten years. One Trustee shall be elected every 2 years by the Board of Trustees. A Trustee must be a Full Member in good standing for (2) years at the time of his election.

### Section 2 Powers

The Trustees shall have the following powers:

- a) To approve or disapprove of any decision by the Executive Committee to purchase, sell, exchange, mortgage, or lease any of the immovable property or land of the Organization. No decision of the Executive Committee to purchase,

sell, exchange, mortgage, or lease any immovable property or land of the Organization shall be valid unless approved by a majority of the Trustees, and if the Trustees so require, be approved by a vote of the Full Members entitled to vote at a General Meeting.

- b) Upon the dissolution of the corporation by any reason, including the dispersal of its Full Members, the abandonment of its work, or by vote of the Full Members, the Board of Trustees shall, after paying or making provisions for the payment of all of the liabilities of the Organization, dispose of all the assets of the corporation exclusively for the purposes of the Organization, or to such Islamic organization or organizations organized and operated exclusively for charitable, educational or religious purposes as shall at the time qualify as an exempt organization or organizations under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the Board of Trustees shall determine. Any such assets not so disposed of shall be disposed of by the Court of the county in which the principal office of the Organization is then located, exclusively for such purposes or to such Islamic organization or organizations, as the Court shall determine, which are organized and operated exclusively for such purposes.
- c) To appoint a member of the Election Forum when required under By-Law 13.

### Section 3 Rules of Procedure

The Trustees shall adopt their own rules of procedures in relation to the conduct of their meeting and shall keep proper record thereof.

### Section 4 Election

Each Trustee shall be elected by the Board of Trustees during a Board of Trustees' meeting to be specified by the Board. Nominations for the post of Trustee may be submitted by any Full Member. The Board of Trustees may decide at any time to add new members to the Board of Trustees.

### Section 5 Vacancies.

- a) The Trustee shall vacate his office if:
  - 1) He ceases to be Full Member in good standing.
  - 2) He tenders his resignation in writing to the Executive Committee.
  - 3) He dies.
- b) Whenever there is a vacancy in the trusteeship by death, resignation, removal or any other cause, the Board of Trustees may by resolution, appoint as a Trustee a Full Member qualified to be so appointed to fill the vacancy of the out-going Trustee, and such Trustee shall have the same power as are possessed by the remaining Trustees.

### Section 6 Other Offices

The Trustee shall be eligible to be elected as a member of the Executive Committee.

#### Section 7 Limitations

The Trustees shall have no rights by virtue of their office to interfere in any of the Organization's meetings, religious ceremonies, etc, held in any of the Organization's buildings or premises which may be used for such purposes.

### **By-Law 11 RULES OF ORDER**

The rules of procedures as set forth in Appendix A hereto shall regulate the conduct of all proceedings.

### **By-Law 12 THE BY-LAWS**

#### Section 1 Effective Date

These By-laws shall become effective immediately upon their adoption. Amendments of these By-laws shall become effective immediately on their adoption unless the Full Members in adopting them provide that they are to become effective at a later date.

#### Section 2 Amendment

Notice of any proposed amendment to these By-Laws shall be given in writing by at least 51% of active Full Members (excluding members of the Full Member's family unit) to the Executive Committee at least 21 days before meeting at which such change is to be voted upon and the Executive Committee shall include such change in the notices calling the said meeting. Any amendment must be approved by a two-thirds majority vote at a general meeting.

#### Section 3 Pronouns

- a) Unless where the Islamic Ja'fari Sharia states otherwise, reference to "he" "his" and "him" shall refer also to "she" and "her".
- b) Unless otherwise provided, where these By-Laws refer to a Full Member, the reference is also the all qualified members of the Full Member's family unit as defined in By-Law 3, section 2(a)(2).

#### Section 4 Dates

All dates in these By-Laws shall be defined by the Gregorian Calendar.

### **By-Law 13 ELECTION FORUM**

#### Section 1 Election and Purpose

At the General Meeting prior to the meeting for elections, two Full Members in good standing will be nominated and approved by the Membership to conduct the elections. These two members will form the Election Forum. The duties of the Election Forum are

to facilitate smooth election process, handle ballots, nominations, correspondence for the election process and verifications of the nominees and qualified voters.

## Section 2 Other Offices

If a member of the Election Forum is nominated and accepts a nomination for an office for which an election to be governed by the Election Forum is required, he must immediately resign from the Election Forum. The vacancy on the election forum shall be filled by the Trustees prior to the conduct of the election to which he has been nominated.

## **APPENDIX A RULES OF ORDER**

At all meetings, an Executive Committee member shall preserve order and decorum as a Chairman for the meeting, and decide questions of order and practice, stating the rules applicable.

The Chairman shall not vote on any motion at a General Meeting unless on an equal division, except in the election of Executive Committee.

Every member shall, previous to speaking rise and address the Chairman.

When two or more members rise at the same time, the Chairman shall decide who is to speak first.

When the Chairman is putting a question, no member shall speak or move about in the meeting room.

No member, while speaking, shall be interrupted except upon a point of order.

When a member is called to order, he shall resume his seat until the question of order is decided; he may, however, be permitted to explain.

No member shall use improper or obscene language, nor speak beside the question in debate.

No member shall speak more than once on the same question, no longer than ten minutes, without permission of the Chairman, except the mover who shall have the right to reply, after which the debate shall close.

A motion to adjourn shall always be in order, except when it was the next preceding motion.

A member may require the motion under discussion to be read for his information at any time during the debate, except when another member is speaking.

A motion may be withdrawn at any time before decision by permission of the meeting.

When a question is being debated, no motion shall be received, except to amend, postpone, to lay on the table the previous question or to adjourn.

On the call of three members, the "previous question" shall be put, and until decided, shall preclude all amendments or debates, and shall be submitted in the following words: "Shall the vote on the main question be now taken?"

All motion before being debated, shall be read by the Chairman.

No motion to amend an amendment to an amendment shall be received.

The vote shall be taken only upon the request of three members.

Any member refusing to take his seat when ordered by the Chairman may be expelled by the Chairman for the remainder of the session.

In the unprovided cases the Chairman shall decide, but his decision shall be subject to an appeal to the meeting, and generally the rules, forms and customs of parliamentary debate shall be followed.

Unless otherwise required by the By-Laws, all votes shall be by a simple majority.