



Constitution Of KBBF

KBBF GLOBAL

Hemendra Society, Gokhale Road, Naupada, Thane(W)-400602
Tel. : +91 22 25123456 email : info@kbbfglobal.com
www.kbbfglobal.com

NOTICE OF PROPRIETARY PROPERTY:

Copyright © KBBF. All rights reserved. This material is confidential and proprietary to Karhade Brahmin Benevolent Foundation (KBBF), and no part of the material should be reproduced, published in any form by any means, electronic or mechanical including photocopy or any information storage or retrieval system nor should the materials be disclosed to third parties without written authorization of KBBF, Thane

a) KBBF

Vision

Shaping the future by preserving community's heritage, discovering new knowledge and resources sharing to create wealth globally.

Mission

Building community centric network through integration of its people, contacts and knowledge to achieve exponential business growth & credit worthiness.

KBBF is a business promotion and networking group, looking to support and provide new business for its members. This is through regular networking breakfast meetings where individual members can promote their business and make and pass on to other member's new business referrals.

KBBF provides facilities to support and promote member businesses both through forums, a website and through its separate group meetings of members who are in similar areas of business.

b) **Objectives of the KBBF as mentioned in MOA**

4) **AIMS AND OBJECTS OF THE ASSOCIATION:**

The aims and objects to be pursued by the Association are -

1. To create unity, brotherhood etc. amongst the members and General Public;
2. To promote academies of excellence;
3. To inspire, train, mentor and to provide necessary support to members to become entrepreneurs;
4. To do and undertake the task of educational and vocational upliftment for the members;
5. To organize and participate in seminars, conferences, fairs related to the objects of the association and to compile, collate, edit and publish reports and papers related to the objects of the association;
6. To run educational institutions, training institutions and publish books, reports journals, magazines, newspapers, periodicals, thesis, researches, writings, discoveries, documents, news and information *with*
7. To run and organize social activities and programs for the benefit of *the member and Society; prior permission of concerned authority. Millan 7.10.16*
8. To create Social, Cultural, Educational awakening amongst the members and General Public;
9. To work for the welfare and development of the members and General Public through various programs, lecturers, demonstration and other activities;
10. To give Educational help / Scholarship to the poor and deserving students;
11. To arrange for supply of Text Books, Uniforms, Stationery and other necessary articles to the poor and deserving students;
12. To run & establish Computer Education Institution;
13. To give medical help to the poor;
14. To arrange medical camps like blood donation, eye testing/surgery etc.;
15. To perform religious, social and cultural activities;
16. To provide relief to the people who affected by natural calamities;
17. To do such other things which are incidental and conducive to attainment of above objects; and
18. And to generally do all such other lawful things as may be incidental to or conducive to the attainment of the above objects

c) **Membership Criteria for all chapters**

Aspiring members have to comply following to apply for membership:

1. The person must belong to the Karhade Brahmin community.
2. He (or she) shall be the Owner/Proprietor/Director of the particular business or he (or she) shall be working in Corporate in the capacity of GM / VP / President or above.
3. He or she should agree to pay membership fees of Rs. XXXX/- per annum per financial year.
4. Membership approval is the discretion of Management Team subject to verification

Local chapters may amend their membership criteria. It may add 'Agriculture business' or 'Self employed persons'. Membership fees shall be decided locally.

d) **Standard Operating Procedure for KBBF GLOBAL**

1. Every chapter will be part of KBBF Global / Karhade Brahmin Benevolent Fund
2. Every chapter will have a fixed amount of membership out of which part amount, to be decided mutually, will be remitted to KBBF Global. This will be utilised for certain common services to all chapters.
3. Each chapter will have one representative on KBBF Global Managing Team
4. Each chapter will have a separate bank account & will have to manage their expenses through this account only. there will not be any financial support, unless in case of emergencies, by KBBF Global.
5. There will be set of rules which will be common & chapters will be given discretion in certain cases
6. Each chapter will have to send the following to KBBF Global
 - a. Minutes of each meeting indicating particularly (we can design a standard format of reporting)
 - i. No. of members present
 - ii. Amount of business transacted
 - iii. Any other special matter
 - b. Yearly accounts before a particular cut-off date
 - c. Updates about the membership details on regular basis
 - d. Updates of events
7. All the Teams shall meet at least once in a quarter
8. This will have following advantages
 - a. No need to create a separate entity. This will save lot of legal & other charges.
 - b. Same documents can be used for bank account opening.
 - c. Collective presence & business transacted will have more impact
 - d. Social things which are required to be done for maintaining the status of the trust will be facilitated. E.g. recently we have helped one girl (other than Brahmin Community for her education through KBBF Pune)

e) **Standard Operating Procedures for KBBF chapters (Amendments permitted as per local trends)**

1. The Fortnightly breakfast meeting is for members, pre approved guests and visitors who each come from a different business or professional category.
2. The Fortnightly meeting runs for 2 hours. (Timings can be according to local suitable timings)
3. KBBF do not wish to set rigid attendance goals but all members are expected to attend regularly. If you are not there you cannot pass business to another member and you cannot provide the regular promotion of your own business to enable you to receive referrals from other members. This is fundamental to the ethos of KBBF.
4. The meeting will be conducted by a Management Team of Chapter that will consist of:-
President – who leads the meeting
Secretary – who reports to the meeting on business passed, membership matters and conducts business of the meeting and forum.
Treasurer – who decides and organizes venue and all required arrangements at venue. He collects meeting fees and reports to Secretary on collection of the meeting fees on meeting day.
5. If the Management Team considers your attendance is not adequate and this is without good reason the Management Team may refuse renewal at the end of your membership term or indeed forthwith cancel your membership.
6. Members are encouraged to bring visitors on a regular basis. These should be either potential members who are involved in business or people who can provide valuable information to the meeting and potentially provide referrals to Members and /or for other promotional reasons.
7. Members who wish to introduce any visitor or prospective member to forum, the member should inform co-ordinators prior to meeting verbally and Management Team on mail.
8. The meeting shall follow an agenda which is generally published prior to meeting.
9. If any member thinks that he or she has a visitor who could by way of a presentation bring useful business information to the group, the member should approach the Management Team to sanction a 10 minute presentation slot to be made available for that visitor. It shall be the sole discretion of the Management Team to sanction such slots.
10. KBBF will arrange during the course of the year induction, professional development events and presentations some of which may be presented at the Meeting or in specially organized events.
11. Membership may be withdrawn not only for failure to attend meetings with sufficient regularity but also a member's failure to comply with KBBF's policies and ethos or for how they perform their own business functions for other members and their referrals.
12. Complaints about conduct should be referred to the Management Team who not only have the power to revoke membership but also suspend or put on probation a member where the members business practices or commitment to the meeting are called into question.

13. Management Team has power to appoint an arbitration Team comprising of existing members to resolve any dispute among members of whatsoever nature if required.
14. President, Secretary and Treasurer shall be appointed for a period of 12 months and they are not entitled for any compensation or fees towards fulfilling all their responsibilities to the meeting during their tenure.
15. Decisions of the Management Team and alteration of any regulations passed in any meeting, if any member wish to apply for reconsideration of the same, the member has to put forward in writing to Management Team and shall be tabled by Management Team for discussion among all members for amicable resolution of the same.

f) Expectations from members

- KBBF will not restrict membership of any person due to another person of the same business category being a member already.
- Fees for regular meetings or programs will be extra at actuals.
- The amounts are at the discretion of the KBBF Management Team.
- He or she should take efforts to share business inquiries with fellow members.
- Inability of sharing inquiries however will not disqualify the membership of that person.
- He or she should attend all KBBF meetings or inform unavailability in advance.

g) KBBF's Fee Structure & Charging Policy

1. New membership fee Rs. _____
2. New member joining fee in between a year Rs. _____
3. Renewal of Membership fee Rs. _____
4. There will be a charge per meeting to cover the cost of the breakfast and the venue. This payment is payable at the time of meeting, on every 1st and 3rd Saturday, before meetings commences. The fee is collected by Treasurer.
5. These fees may be subject to alteration from time to time upon the approval of the membership through the Management Team.
6. Payment towards New membership fee may be by cheque or cash on approval of Management Team.
7. Failure to renew on time entitles the Management Team to suspend or expel a member if there is not an acceptable reason given to the Management Team.
8. Late payment will attract a 5% levy.
9. On payment a receipt will be issued and fees paid and received will not be refundable.

Substitutes

1. If you are unable to attend the meeting you are encouraged to send a substitute to represent you at the meeting.
2. A substitute cannot be an existing member of KBBF and any substitute should be put in the position where they can conduct your 60 second presentation.
3. The Management Team will ensure that KBBF publishes a list of known substitutes who are acceptable to the meeting but this list will not be exhaustive.
4. You must notify the Management Team in good time in advance of the meeting of your proposed absence and the identity of the substitute (if any).