

MOILILI HONGWANJI  
BUDDHIST WOMEN'S ASSOCIATION BYLAWS

ARTICLE I – NAME

The name of this organization shall be the Moilili Hongwanji Buddhist Women's Association.

ARTICLE II – OFFICE

The office of this organization shall be located at the Moilili Hongwanji Mission; 902 University Avenue; Honolulu, Hawaii 96826.

ARTICLE III – PURPOSE

The purposes of this organization shall be:

1. To serve as an affiliated organization of the Moilili Hongwanji Kyodan and to assist in its activities.
2. To understand and promote the teachings of the Jodo Shinshu (Pure Land Sect).
3. To assist and cooperate with the Honolulu United Honpa Hongwanji Buddhist Women's Association and the Honpa Hongwanji Mission of Hawaii Federation of Buddhist Women's Associations in the State of Hawaii, and with Buddhist women's organizations of the world in the advancement of Buddhism, both as a movement and as a way of life.
4. To promote Buddhist fellowship among its members.
5. To participate in activities that will promote the general welfare of the community.

ARTICLE IV – ACTIVITIES

The organization shall engage in the following activities:

1. The members shall observe special services such as Eshin-ni and Kakushin-ni Day Service, BWA Goshoki Ho-on-ko Service, etc.
2. The organization shall support the various activities of the temple and the educational movements of youth.
3. The members shall engage in any other activities which are pertinent to their purpose such as Dana Day, CARE Day, etc.

ARTICLE V – MEMBERSHIP

Section 1. Membership shall be open to those who are in accord with the purposes of this organization and pay the annual dues.

Section 2. Associate membership shall be open to those persons who were members in good standing but can no longer participate because of health reasons. Oftentimes they do not pay dues.

## ARTICLE VI - OFFICERS AND DIRECTORS

The officers of this organization shall be as follows:

- Honorary President (Resident Minister's wife)
- President
- Immediate Past President
- First Vice-President
- Second Vice-President
- Third Vice-President
- Recording Secretary
- Assistant Recording Secretary
- Corresponding Secretary
- Treasurer
- Assistant Treasurer
- Auditors Two (2)

There shall also be a set of directors, as many as may be deemed necessary, who shall constitute the Board of Directors together with the above set of officers.

## ARTICLE VII – ADVISORS

There shall be an undetermined number of advisors, and all past presidents shall be included in this category. Advisors shall have full voice and vote. The past presidents, although designated as advisors, shall be eligible for election to any office, but upon election, they shall relinquish their position as advisors.

## ARTICLE VIII – DUTIES OF OFFICERS, DIRECTORS, AND ADVISORS

Section 1. Honorary President - The wife of the Resident Minister shall be the Honorary President of this organization and shall have full voice and vote. She shall also be eligible for election to any office, but upon election, she shall relinquish the office of Honorary President, and that position shall be declared vacant for that year.

Section 2. President - The President shall:

1. Preside at all meetings of the organization.
2. Convene the Executive Board whenever she deems it necessary.
3. Serve as the Representative to the Moiliili Hongwanji Kyodan Board of Directors.
4. Serve as a Representative to the Honolulu United Honpa Hongwanji Buddhist Women's Association.
5. Perform all other duties and responsibilities pertaining to her office.

Section 3. Immediate Past President - The Immediate Past President shall be an advisor to the President and shall serve as the Chairperson of the Nominating Committee.

Section 4. First Vice-President - The First Vice-President shall assist the President in every way possible and shall perform the duties of the President in her absence. She shall serve as the Chairperson of the Program Committee and shall be responsible for the program and activities of the organization, working in cooperation with the Second and Third Vice-Presidents.

Section 5. Second Vice-President - The Second Vice-President shall assist the President and First Vice President in every way possible, and shall assume their duties in their absence. She shall serve as the Chairperson of the Membership Committee.

Section 6. Third Vice-President - The Third Vice-President shall assist the President, the First and Second Vice-Presidents in every way possible, and shall assume their duties in their absence. She shall serve as the Chairperson of the Hospitality Committee.

Section 7. Recording Secretary - The Recording Secretary shall be responsible for the accurate records of the business proceedings of the organization.

Section 8. Assistant Secretary - The Assistant Secretary shall assist the Recording Secretary in every way possible, and shall assume her duties in her absence.

Section 9. Corresponding Secretary - The Corresponding Secretary shall be responsible for all correspondence of the organization.

Section 10. Treasurer - The Treasurer shall keep an accurate account of receipts and disbursements of the organization, shall prepare monthly and annual reports, and shall perform all other duties pertaining to her office.

Section 11. Assistant Treasurer - The Assistant Treasurer shall assist the Treasurer in every way possible, and shall assume her duties in her absence.

Section 12. Auditors - The Auditors shall review and audit the annual financial report and shall render assistance to the Treasurer as needed. The above set of officers shall constitute the Executive Board of the organization.

Section 13. Directors - The Directors together with the officers shall constitute the Board of Directors, and may attend all meetings and render assistance to the officers.

Section 14. Advisors - The Advisors may attend all meetings of the organization and shall advise and counsel the officers and directors.

#### ARTICLE IX – ELECTION

Section 1. A Nominating Committee, chaired by the Immediate Past President and composed of at least 4 members, shall be appointed by the Nominating Committee Chairperson. They shall submit a list of candidates at a meeting prior to the election in November.

Section 2. Election shall be held at the meeting in November. Majority vote shall determine election.

Section 3. Officers shall serve for a term of 1 year. In the event of a vacancy in any office, a successor shall be elected at a membership meeting.

Section 4. Directors shall serve for a term of 1 year. Directors may be re-elected.

## ARTICLE X – MEETINGS

Section 1. Members shall meet generally every other month.

Section 2. The attendance of 10 (ten) members at a duly called meeting shall constitute a quorum. Any action taken without a quorum shall not be binding unless such action is ratified at a subsequent meeting when a quorum is present.

Section 3. There shall be two special services held in April and November of each year followed by a meeting.

1. Eshin-ni and Kakushin-ni Day Service in April.
2. BWA Goshoki Ho-on-ko Service in November. The President shall submit her annual report at this meeting.

Section 4. Special meetings of the Executive Board shall be called by the President.

## ARTICLE XI – COMMITTEES

The following committees shall be the Standing Committees of the organization. Except as indicated, the chairperson of each committee shall be appointed by the President.

1. Program - First Vice-President
2. Membership - Second Vice-President
3. Hospitality & Visitation - Third Vice-President
4. Finance – Treasurer
5. Telephone
6. Refreshment
7. Community Service

The Hospitality and Visitation Committee shall be responsible for establishing guidelines pertaining to hospitality and welfare of the members.

Special committees shall be appointed by the President.

## ARTICLE XII – DUES

Each active member shall pay annual dues each year, and it shall include membership dues to the following:

Honpa Hongwanji Mission of Hawaii Federation of Buddhist Women's Associations and Honolulu United Honpa Hongwanji Buddhist Women's Association

## ARTICLE XIII - FISCAL YEAR

The calendar year shall be the fiscal year of the organization.

#### ARTICLE XIV – FINANCE

Section 1. All receipts shall be deposited in banks.

Section 2. The President, First Vice President, Treasurer, and Assistant Treasurer shall be authorized to sign checks for disbursements. Checks for amounts \$100 or greater shall require two authorized signatures.

#### ARTICLE XV - PARLIAMENTARY AUTHORITY

Parliamentary procedure of the organization shall be based on "Robert's Rules of Order, Newly Revised", except as otherwise provided in the Bylaws.

#### ARTICLE XVI – AMENDMENTS

The Bylaws may be amended provided the amendment is submitted in writing at a meeting at least 60 days prior to the approval date. Two-thirds majority shall be required for the adoption of any amendment.

Revisions approved: April 18, 2004; February 14, 2016; November 1, 2020, November 7, 2021