

Lady Hardinge Medical College
Alumni Association of North America
(LHMCAANA)
(Established – 1993)
Incorporated- 501c3 - August 15,1997



Bylaws
(Version 2.0 2022)

Bylaws

Article I. Name

The name of the organization shall be Lady Hardinge Medical College Alumni Association of North America (LHMCAANA). Hereinafter referred as the Association.

Article II. Objectives

The Association's vision, mission and objectives are:

1. To bring together medical graduates of Lady Hardinge Medical College residing in North America to create a vibrant network of alumni members to celebrate, support and empower physicians.
2. The Association is organized exclusively for educational, scientific, cultural, charitable, and social purposes to help establish our Alma Mater as a pre-eminent institution.
3. To assist medical graduates of LHMC and associated hospitals to obtain medical training in North America.
4. To conduct seminars and other educational programs and to mentor medical students and alumni members in new scientific developments in the diverse fields of human medicine.
5. To create an engaging and joyful community.
6. To make contributions to organizations that qualify as tax exempt organizations under section 501(c)3 of the Internal Revenue code of 1966 or corresponding provision of any future United States Revenue Laws.
7. To facilitate mutual understanding and cooperation between this Association and other medical societies in North America and India.
8. To maintain a directory of medical graduates of LHMC residing in North America.

Article III. Membership

The Association will offer different categories of membership described below:

Membership Classification: There shall be four classes of membership: Active, Associate, Honorary and Patron. All members shall have benefits of most privileges offered to members by the Association with a few exceptions as delineated below:

Active member: Any MBBS graduate of Lady Hardinge Medical College residing in North America who has paid membership dues. Active members shall be eligible to vote during the General Body Meeting (GBM) and to hold an elected office of the Association.

Associate member: The non-MBBS graduates from LHMC e.g., post-graduates, doctoral or post-doctoral students of LHMC who have served as MD/MS, PhD students, resident and/or registrar and Faculty. They will be voting members in the General Body Meeting but will not hold any office or serve on the board. They may be appointed to serve on committees of the Association with right to vote during the proceedings of such a committee. They will be charged same-annual dues as an active member.

Honorary Member: Any physician with eminent academic achievement or a person who has shown keen interest and contributes to fulfill the mission of the Association may be invited to join as an honorary member of the Association. Honorary members shall be approved by a majority vote of the Board of

Directors (BOD). Honorary members shall not be eligible to hold office or vote during the General Body Meeting. Honorary members may be appointed to serve on committees of the Association with right to vote during the proceedings of such committees. No membership dues will be applicable for honorary members.

Patron Member: Any active life member who has shown passion in serving the Association may become a Patron member upon payment of one-time additional dues. Additional benefits will include:

- an invitation to an exclusive event at the Annual Meeting with the existing LHMCAANA Board members.
- felicitated at the Annual LHMCAANA Meeting.
- to have awards instituted in their honor; given to students or residents for exceptional research/ case presentation at the Annual Meeting.
- to have an exclusive page on the LHMCAANA website with their Bios and photos.

Membership Dues:

Annual – Annual membership for any active and associate member can be obtained by any eligible members on completion of an application form and payment of the applicable annual dues as established by the Board of Directors.

Life– Life membership for any active and associate members can be obtained by any eligible members on completion of an application form and payment of the applicable dues in a single payment.

Board Of Directors shall recommend dues structure for the different categories of membership, and it shall become effective after being approved by the General Body during its Annual meeting.

1. The fiscal year for the Association shall be from January 1st to December 31st of the calendar year.
2. Annual members shall renew their membership by Feb1st to be considered as active dues paying members of the Association. Dues once paid are not refundable.
3. The annual membership for LHMC graduates who are currently doing Residency/ Fellowship in the USA (with proof of training) will be charged with discounted rate of 50 % of the active annual membership dues.

Termination of Membership: A membership to the Association may be terminated upon:

A: Non-payment of dues by any annual member by March 1st of each year.

B: Any felony conviction in the court of law of the United States of America will constitute an automatic termination of membership to the Association.

C: lack of integrity / unethical behavior

Article IV: General Body Meetings (GBM)

General Body of the Association shall be responsible:

1. To elect president-elect and members of the Board of Director to conduct the business of the Association.
2. To rectify, amend and approve the By-laws of the Association.
3. To impeach or remove any member of the Board of Director including the executive committee (EC) during a GBM or in a Special meeting of the Association as defined below.
4. To approve any changes to the membership dues structure of the Association if recommended by the Board of Directors.

The Board of Director of the Association shall determine the date and time of the GB meetings. All GBMs of the Association may be held in person or virtual or hybrid mode.

Annual Meeting: The annual meeting of the membership shall be held, before December, preferably during the summer months each year, following thirty days written or electronic notice, at a place determined by a majority vote of the Board of Directors.

Special Meeting: If an agenda item justifies the need and urgency of its discussion that cannot wait until the Annual GBM, a special meeting of the active members may be organized. Such a meeting can be decided by a majority vote of the members of the Board of Directors or the President or upon a written request of twenty-five percent (25%) of the active members of the Association. Such a meeting must be held within 30 days of the request. 15 days written or electronic advance notice of date, time, place, and agenda of such meeting shall be provided.

Quorum: For General Body meeting and Special meetings – 65 % of the active members registered for the GBM at the venue or hybrid or digitally shall constitute quorum to transact the business of the Association. In the absence of a quorum, the meeting can be used to pass on information, but any vote would not be valid or constitutional. Information materials should be shared electronically to receive the vote and approval.

Vote: A 51% of the active members present at a General Body meeting, which has been duly certified to have quorum, shall constitute a majority vote and would be required to pass any motion or resolution presented to the General Body after discussion. 2/3 or 67% of votes shall be required to amend the Bylaws of the Association, removal of any member of the Board of Directors, or Officers of the Association, and terminate the rights of any dues paid by active member of the Association.

Agenda of GBM: Agenda items of a General Body or Special Meeting must be mailed (electronic or postal) to all active members on record at least 15 days prior to the date of the meeting.

- a. Any active member who wishes to bring new business matters for discussion in the GBM shall submit this agenda item in writing to the Secretary of the Association at least 21 days prior to the meeting of the General Body, for consideration by the Board of Directors as to whether to include such new business item on the agenda.
- b. Items submitted as stipulated above and not placed on the agenda by the Board of Directors for consideration at the General Body meeting may only be placed on the agenda during the GBM upon the affirmative majority vote of the active members present at the meeting at the venue or hybrid or digitally.
- c. Items generated during GBM when approved by a majority vote should be placed on the agenda for future discussion during a subsequent meeting.

Article V: Governance

Board of directors (BOD)

The Association shall be governed by a duly Elected thirteen-member Board of Directors (BOD). There shall be five-member Executive Committee (EC) as described below. Chairpersons and co-chairpersons of the standing committees of the Association will be leading the functioning of their respective committees.

All the thirteen_board members will be serving a two-year term. All except the President are allowed to hold positions for two consecutive terms with the approval of the majority vote of BOD and the_nomination committee. After completion of the two terms, all board members come back to serve as the BOD through

the general election. Similarly, the president can come back to serve as the BOD through the general election.

Executive committee (EC) Officers

President: The term of the president shall be for two years, after which she shall continue as a member of EC for another two years as the past president and serves to elect the Nominating Committee. Altogether, this is a four-year commitment. In addition, the president manages the EC, the BOD, and chairs the GBM meetings. The president visits with alumni groups as often as is feasible and presides at key alumni events.

Qualifications: The President of LHMCAANA should exhibit qualities of candor, dedication, diplomacy, energy, leadership, be accomplished professionally and possess management skills at the strategic and policy level. She should have a record of significant and diverse services in North America, can communicate effectively with diverse constituency, have the capacity and willingness to devote a substantial amount of time to the duties of the office. In addition to above she shall be willing to engage in association events, outreach and annual fund raising, as well as possessing the desire to encourage others to do so.

Duties: the president manages the EC, the BOD, the EC and chairs the GBM meetings. The president visits with alumni groups as often as is feasible and presides at key alumni events.

- Appoints the Secretary and the Treasurer with the concurrence of the BOD.
- Authors, with staff support, various correspondence to alumni.
- Contributes names for Board renewal and leadership development.
- Serves as the chief alumni volunteer for the Association and represents the Association and LHMC to the alumni body in person, online, and in print.
- Identifies governance issues that should be brought before the committee and consults with the secretary on policy matters.
- Conducts regular meetings of the Association, BOD and EC; prepares agenda with the secretary.
- Conducts any special meetings as required.
- Conducts orientation of new Board members.
- Serves as moderator of the Alumni Annual Meeting and presents Association awards

President Elect-The term of the president-elect shall be for two years as a member of the EC. After serving as President-Elect, she automatically ascends to the office of President. After serving as President, she automatically becomes Past President of the Association. Altogether, this is a six-year commitment. In the event of the inability of the president to serve, the president elect will serve in her absence. New Presidents-Elect will be chosen in a general election.

Qualifications: The President-Elect has the same requirements for skills and expectations as President with additional requirements to possess knowledge of the organization and a personal commitment to its goals and objectives.

Duties:

- Participate as a vital part of board leadership, including serving on the EC.
- Understand the responsibilities of the President and perform these duties in the President's absence.

- Preside at board meetings when the President is not available.
- Work with BOD and its committees during the second year of her term to develop a strategic/operations plan for Association projects and volunteers for the years of her Presidency (presidential planning).

Secretary- The Secretary's term shall be for two years with an option to serve an additional consecutive time with the approval of the majority vote of BOD and the NC. Nominees for Secretary are put forward by the sitting board as recommended by its NC. The incoming president will hold the selection of a secretary from the existing BOD or someone who has served at least one term for the BOD in the past.

Qualifications:

The Secretary is part of the Executive Committee of the LHMCAANA Board. Therefore, she must possess knowledge of the organization and a personal commitment to its goals and objectives.

Duties

- Participate as an essential part of board leadership, including serving on the EC.
- Take minutes of the Board meetings and disseminate these minutes to the board in a timely fashion for review and approval. In the case of GBM meetings, work with the President to post minutes online after board approval and on time.
- The Secretary bears special responsibility for providing accurate, up-to-date, and readily available governance information to ensure transparency of the board's deliberations to all alumni.
- The Secretary shall maintain the records of the Association in paper or digital form and transfer them to the successor at the end of the term.
- Steward governance and compliance documents by ensuring they are posted for alumni access and filed when necessary.
- Work with alumni staff to ensure general association information is up to date on the LHMCAANA website, such as the list of board members.
- Ensure that there are quorums at meetings.

Treasurer- The Treasurer's term shall be for two years with an option to serve an additional consecutive term with the approval of the majority vote of BOD and the Nomination Committee. Nominees for Treasurer are put forward by the sitting board as recommended by the Nomination Committee. The incoming president will hold the selection of a Treasurer from the existing BOD or someone who has served at least one term for the Association in the past.

Qualifications: she must have in-depth knowledge of the mission and programs of the organization as well as its financial condition.

Duties:

- The treasurer shall be responsible for the management of all the funds of the association as authorized by the EC.
- Lead the EC in preparing a draft budget for the upcoming fiscal year for adoption by the LHMCAANA board, which includes both the annual memberships from the alumni members and the endowment distribution.
- Track expenses incurred by the association for awards given at events, expenses for board meetings, and grant-awards for participation in the CME activities.

- Maintain open and constructive communications with staff in regional chapters, especially with treasurer from each region.
- Participate as a vital part of board leadership, to include serving on the EC.
- Maintain the not-for-profit status of the association by supervising annual filings with the IRS and state regulations.
- The treasurer, at the approval of the EC, may authorize another (an active member of association) to manage the reserve fund account, however the treasurer will still be responsible for the management of all the funds.

Finance and Asset management:

The income of the Association shall be derived from sources such as:

1. Membership dues
2. Donations
3. Association events
4. Gifts

The Association's funds shall be categorized and maintained as follows:

General or Unrestricted Funds: These funds are generated from membership dues, association events, gifts or donations when such events, gifts and donations generate revenues to be used expressly for general or unrestricted purposes. These funds may be utilized to fund LHMCAANA's day to day activities or any purposes necessary for fulfilling the goals and objectives of the Association.

Restricted Funds: These funds are generated and received expressly for specific purposes or given by donors for specific causes. These funds may be used only for the purpose for which they are collected and/or as stipulated to be used by the donors.

Endowment Funds: This fund may be created to provide a long-term financial strength to the Association. Endowment funds may be restricted or quasi-unrestricted depending upon the nature of the fund and the wishes of the donors. Endowment funds shall be maintained in a separate investment account. At least 75% of the life members funds should be in the restricted or quasi-unrestricted funds. The interest income of the restricted endowment funds may be accessed for the purposes specified by the endowment donors. The interest income of the quasi-restricted endowment funds may be accessed for the general support of the Association's activities. Only under extenuating circumstances, following the recommendation of the EC on Governance by a majority vote of the BOD may authorize the use of a portion or the whole endowment fund for supporting the Association. However, all efforts must be made to assure that the donor or the heirs of the donor have been contacted and that there has been no objection from the donor or the heir of the donor in exercising such exception.

The EC shall present a written Annual Financial report to the General Body during the annual GBM.

The EC shall demonstrate utmost responsibility in managing and maintaining the Association's funds and assets.

Standing Committees:

Bylaws Committee

Duties:

- To ensure that the LHMCAANA has a bylaws document that is commensurate with the proper functioning of the Association.
- To review and revise the existing Bylaws document and present a final document to the LHMCAANA general body at the Annual Meeting for vote in August 2022.
- To perform a follow up review of the document that is voted in by the general body as needed by the Board or at a minimum every three 3 years.

Communications Committee

Duties:

- To create a channel for the LHMCAANA leadership and members to communicate bidirectionally, leading to engagement.
- To disseminate news of past and upcoming activities/events of LHMCAANA.
- To work with the Board, special interest clubs, and LHMCAANA committees to formulate and communicate messages that showcase LHMCAANA's vision to the members.
- To Increase engagement in social media and various subgroups and clubs. Highlight LHMCAANA as a resource for alumni residing in North America and LHMC graduates moving to North America.
- To engage new social media platforms to increase reach and engagement in the community.
- To publish a Newsletter for LHMCAANA members at least on bi-annual basis.

Liaison Committee

Duties:

- To establish a liaison with LHMCAA (LHMC alumni association located in India), and other organizations like AAPI (American Association of Physicians of Indian Origin) and with LHMC students to enable LHMCAANA to achieve its vision of being a vibrant network that celebrates, supports, and empowers women physicians and help make LHMC a preeminent medical school.
- To work towards an exchange program for students and faculty at LHMC and raise support for infrastructure at LHMC through grant writing and fundraising.

Nomination Committee (NC)

It is a three-person committee chaired by the immediate past president. In addition, the past president will choose two other active members or past board members.

Duties:

To identify and nominate candidates for LHMCAANA BOD who will bring the necessary wisdom, passion, effectiveness, openness, and creative thinking to the Board.

Outreach Committee

Duties:

- To reach out and reconnect with LHMC graduates in North America, rejuvenate membership at all levels and initiate fundraising in collaboration with leadership and other LHMCAANA committees.
- To create and maintain a membership platform on the website and track membership renewals.
- To help establish local chapters/subgroups in either regional, state, or city.

Social Committee

Duties:

- To bring cohesiveness & pride among LHMCAANA members via virtual and in-person events.
- To create an annual calendar of events, including virtual and in person events in collaboration with special interest clubs such as exercise, yoga, biking, hiking, meditation, music, gardening, cooking, book reading, etc
- To create a cadre of Academic Hardonians who serve as a resource to LHMC for scientific exchange.

Quality Assurance Committee: (QA)

This shall be a 3-member committee appointed by the Executive Committee and Nomination Committee from the active LHMCAANA members. These members will report to the president. The members of this Committee shall perform an audit at least once per term of the new BOD and submit their report to the BOD.

Duties:

- To evaluate the adequacy, effectiveness, and efficiency of the LHMCAANA's system of internal control
- Identify opportunities to improve the effectiveness of risk management, control, and governance processes
- Support LHMCAANA in taking smart risks and preventing undesirable events from occurring

AD-HOC Committees:

President in consultation with the BOD may appoint AD-Hoc committees as and when needed.

Elections for the BOD:

- Members of Nomination Committee (NC) will invite the existing members of BOD and the active association members for nominations of the open positions. The process will be conducted electronically at the least a month prior to the General Body meeting.
- Positions for the BOD will be elected through GBM every two years or they can be reappointed by majority vote of the BOD if there are no challenges.
- Incoming president in consultation with NC will hold the selection of secretary and treasurer from the existing BOD or someone who has served at least one term in the past.
- One person, one vote no proxies either electronically or in person during GBM.

Resignation

In case BOD chooses to resign before her term is over, the resigning member shall provide at least a 4-weeks written notice to the EC. The resignation will be added to the agenda for the next BOD meeting. The BOD should formally accept the resignation and include the letter in records and minutes of the meeting.

Ad-hoc Vacancy

A vacancy shall be filled by a member of the current BOD elected by a majority vote of the BOD to complete the remainder of the term of the vacant position.

Article VI: Parliamentary Authority

The rules contained in the most recent edition of Robert's Rules of order shall govern the Association's proceedings in all cases where there is no clear directive from the Bylaws of the Association.

Article VII: Conflict of Interest

The Association shall have a conflict-of-interest policy document as described in **Appendix A** attached to these Bylaws.

All members of the EC and BOD and Chairs and Co-Chairs of the committees shall sign a document (**Appendix-B**) every year to acknowledge that they have read and understood their obligations and will comply with the provisions described in the Conflict-of-interest policy of the Association.

Article VIII: Amendments

Amendments to the By-laws, where appropriate, may be proposed, by the members of BOD or by active members of the Association when at least 10% of the active members of the Association propose such amendments in writing.

- All such requests for amendments must be presented to the EC and subsequently be approved by a majority vote of the members of the BOD.
- The Secretary of the Association shall distribute such notice to all the active members of the Association by official US postal mail or other electronic means.
- A notice to amend the Bylaws must be given to all active members at least Fifteen (15) days prior to the General Body meeting or a Special Meeting at which the amendments are going to be discussed.

A affirmative 2/3 majority vote of active members present at such a meeting shall be required to pass the motion after a Quorum (see section IV) is certified.

Article IX: Dissolution

To dissolve the association, a resolution in writing, asking for such dissolution shall be approved by the BOD. The EC shall then call a special meeting of the GBM for the purpose of considering an action to dissolve. The Association may be dissolved by 2/3 vote of the active members present at a Special Meeting of the Association. Upon such dissolution, the assets of the Association, subject to applicable statutory requirements shall be applied and distributed as follows:

- All liabilities and obligations of the Association shall be paid, satisfied, and discharged, or adequate provision shall be made, therefore.
- Assets held by the Association upon conditions requiring return, transfer, or conveyance, which condition occurs by reason of the dissolution, shall be returned, transferred, or conveyed in accordance with such requirements.
- All other assets shall be transferred to corporations, person, groups, or organizations engaged in activities which substantially carry out the purpose of the Association and which are exempt from taxation under the provisions of Section 501 (c) (3) of the Internal Revenue Code of United States.

The End

Appendix-A

Lady Hardinge Medical College Alumni Association of North America (the Association)

Conflict of Interest Policy

Article I

Purpose

The purpose of the conflict-of-interest policy is to protect the interests of the Association when it is contemplating entering a transaction or arrangement that might benefit the private interest of a member of the Board of Directors (BOD) of the Association or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

Article II

Definitions

1. Interested Person

A member of BOD who has a direct or indirect financial interest, as defined below, is an interested person.

2. Financial Interest

A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:

- a. An ownership or investment interest in any entity with which the Association has a transaction or arrangement,
- b. A compensation arrangement with the Association or with any entity or individual with which the Association has a transaction or arrangement, or
- c. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Association is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

A financial interest is not necessarily a conflict of interest. Under Article III, Section 2, a person who has a financial interest may have a conflict of interest only if the Directors or appropriate committee decides that a conflict of interest exists.

Article III

Procedures

1. Duty to Disclose

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the EC and BOD considering the proposed transaction or arrangement.

2. Determining Whether a Conflict of Interest Exists

After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining members of BOD shall decide if a conflict of interest exists.

3. Procedures for Addressing the Conflict of Interest

- a. An interested person may make a presentation at the Board of Directors or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.
- b. The President or Chairperson of a committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
- c. After exercising due diligence, the BOD or committee shall determine whether the Association can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
- d. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the BOD or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in the Association's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination, it shall make its decision as to whether to enter the transaction or arrangement.

4. Violations of the Conflicts of Interest Policy

- a. If the BOD or committee has reasonable cause to believe a director, chairperson or co-chairperson has failed to disclose actual or possible conflicts of interest, it shall inform the director or officer of the basis for such belief and afford the director or officer an opportunity to explain the alleged failure to disclose.
- b. If, after hearing the director or chairperson or co-chairperson's response and after making further investigation as warranted by the circumstances, the directors or committee determines the director or chairperson or co-chairperson has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

Article IV

Records of Proceedings

The minutes of the Directors and all committees with powers delegated by the directors shall contain:

- a. The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the BOD or committee's decision as to whether a conflict of interest in fact existed.
- b. The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

Article V

Compensation

- a. A voting BOD or chairperson or co-chairperson who receives compensation, directly or indirectly, from the Association for services is precluded from voting on matters pertaining to that director or chairperson or co-chairperson compensation.
- b. A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Association for services is precluded from voting on matters pertaining to that BOD or chairperson or co-chairperson compensation.
- c. No voting member of the directors or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Association, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

Article VI

Annual Statements

Each BOD, chairperson or co-chairperson of a committee with powers delegated by the BOD shall annually sign a statement which affirms such person:

- a. Has received a copy of the conflicts of interest policy,
- b. Has read and understands the policy,
- c. Has agreed to comply with the policy, and
- d. Understands that the Association is charitable and to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

Article VII

Periodic Reviews

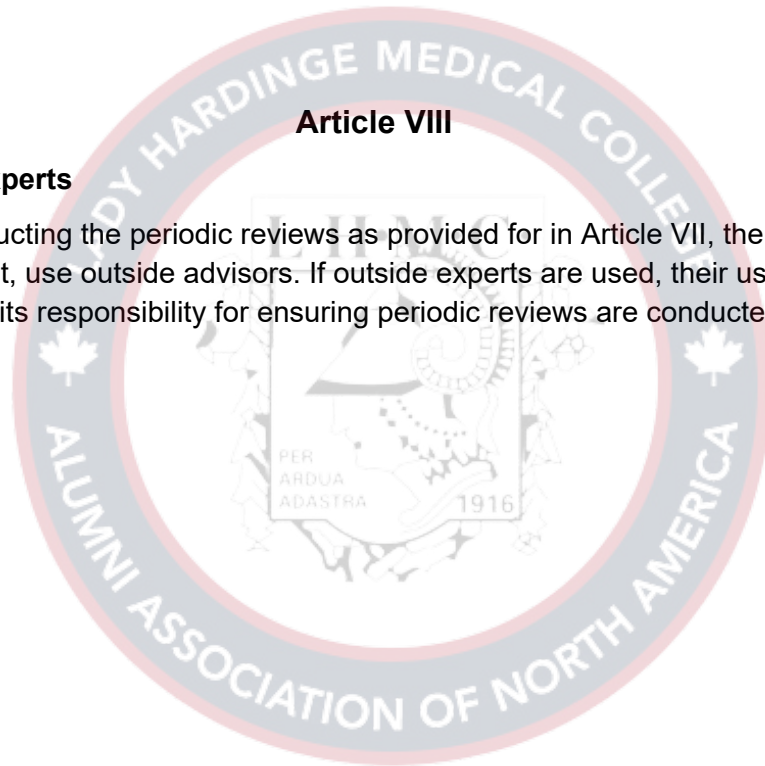
To ensure that the Association operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

- a. Whether compensation arrangements and benefits are reasonable, based on competent survey information and the result of arm's length bargaining.
- b. Whether partnerships, joint ventures, and arrangements with the management of the Association conform to the Association's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes and do not result in inurement, impermissible private benefit or in an excess benefit transaction.

Article VIII

Use of Outside Experts

When conducting the periodic reviews as provided for in Article VII, the Association may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the BOD of its responsibility for ensuring periodic reviews are conducted.



Appendix-B

**Lady Hardinge Medical School Alumni Association of North America
Conflict of Interest Policy
Annual Disclosure Statement**

- 1) The undersigned hereby affirms that I:
- a. have received a copy of the Lady Hardinge Medical College Alumni Association of North America (the Association) Conflict of Interest policy,
 - b. read and understand the policy,
 - c. agree to comply with the policy, and
 - d. understand that the Association is charitable and to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

- 2) The undersigned hereby certifies that the following is a list of all entities with which I have an ownership or investment interest or compensation arrangement which must be disclosed in compliance with the Association's Conflict of Interest policy:

ENTITY	NATURE OF INTEREST OR ARRANGEMENT
_____	_____
_____	_____
_____	_____

Signature and capacity as Interested Person

Dated: _____