

# Bylaws v. 1.0

## *International Asatru Foundation*

December 2018

### **1. Name of the Corporation/Foundation**

The name of the Corporation shall be "International Asatru Foundation". For reasons of organizational history, the Corporation may also conduct its affairs under the name I.A.F. or IAF.

### **2. Definitions**

2.1. The dominant religion of Germanic Northern Europe and Scandinavia immediately prior to roughly 1000 C.E. are commonly referred to as "Heathenry," "Heathenism," or "Heathen religion," also "Germanic Paganism," also "Forn Sid," also "Viking religion." More recent and specific names for the modern expressions of this religion include "Asatru," "Forn Sed," "Urglaawe," "Theodish belief," "Theodism," and others. Within this document, the umbrella term Heathenry is used.

2.2. "Discrimination" implies making distinctions, limitations, or exclusions within the organization based on criteria such as race, gender, ethnic origin, sexual orientation, or physical ability or physical challenge. "Inclusion" and "inclusive" imply not making such distinctions, limitations, or exclusions.

2.3. An "affiliated group" is a group or organization, distinct from the Corporation but compatible with its purposes, that has asked to be recognized as such. IE: ( Kindreds, Folk, Family, Troth, Hoff, Tribe)

2.4. "Good standing" implies that membership dues are paid current, and no organizational proceedings have found cause to expel or otherwise limit a member's rights or privileges within the organization.

2.5. The corporation's Board of Directors shall also be known as the "The Board". The corporation's Chief Executive Officer shall also be known as the "The President."

2.6. The corporation's "regular journal" is devoted to the corporation's primary purposes and goals. The corporation's "operating journal" records the decisions of The Board.

### **3. Purposes of the Corporation**

The purposes of the Corporation are:

- 3.1. To serve as a church or non-profit religious service organization [*Note: The International Asatru Foundation is a 501(c)(3) charity, not a religious organization*] for religious needs of its members in Heathen religion;
- 3.2. To disseminate accurate knowledge about its history, beliefs, and practices;
- 3.3. To train clergy and scholars in the practice and study of Heathenry;
- 3.4. To produce publications that educate, provide information on, and facilitate communication about Heathen religion;
- 3.5. To facilitate and promote cooperation and community among inclusive groups and individuals practicing Heathenry;
- 3.6. To acquire property and resources that promote the foregoing purposes;
- 3.7. To provide programs to serve and to aid the wider general Heathen community in accordance with the organization's Mission statement.

#### **4. Membership**

##### 4.1. Inclusion

Membership in *International Asatru Foundation* is open to anyone who is interested in Heathenry, where this membership affiliation is based on religious or cultural reasons, not for racial or political reasons. Discrimination, as defined above, shall not be practiced by *International Asatru Foundation*, its programs, departments, officers, or any affiliated group, whether in membership decisions or the conduct of any of its activities.

##### 4.2. Membership Categories

*International Asatru Foundation* shall have four Tiers of membership: Member, Leadership, Gothar, Staff, Lifetime member.

###### 4.2.1. Member

Those persons who have been members in good standing, as defined above, for less than one year.

Tier 1 are not eligible to vote in Corporate elections. Members may hold any Leadership Position if elected into such position by majority vote of The Staff.

###### 4.2.2. Leadership

Leadership are those persons who have remained members in good standing, as defined above, for at least one year. Leadership Positions whose memberships have lapsed for more than three months shall revert to member status (Tier 1) if they reapply for membership,

and may not be recognized as Leadership again until their membership has been reinstated for at least six months and The Staff Vote in favor to reinstate.

Leadership may vote in Corporate elections if they are at least 18 years of age and have been in the position for at least 6 months.

#### 4.2.3. Gothi/Gydia--Clergy

Those persons who have been members in good standing, as defined above, for more than one year. Have paid in full for the Clergy courses and Voted into this position by The Staff.

#### 4.2.4. The Staff—The Board

The Staff are members of the Board who over see all inner workings of The International Asatru Foundation. Lifetime membership is given to all Staff but may be revoked by Majority Vote of the Board. The Board must consist of at least 6 members but no more than 10. The Board must consist of The President, Vice President, High Drighton, Director of Religious Affairs, Director of Human Recourses/ Secretary, Treasurer.

#### 4.2.5. Lifetime members

Lifetime members are Members who have contributed a donation of at least \$500 to The International Asatru Foundation, or who are awarded a Lifetime membership by Unanimous vote of The Board to honor exceptionally meritorious service to The I.A.F. Lifetime memberships are non-refundable.

A Lifetime member may resign that membership at any time. An awarded Lifetime membership may be terminated by The Board for disciplinary reasons if necessary. A purchased Lifetime membership may be terminated by The Board for disciplinary reasons, if necessary, and a prorated refund calculated by the purchase price less the number of issues received will be returned to the purchaser.

Lifetime members shall have their names listed in each issue of The I.A.F.s regular journal, and may receive other benefits as The Board may decide. At the discretion of The Board or the Lifetime member, a Lifetime membership may be changed to a lifetime subscription to The I.A.F.s regular Journal.

Lifetime members are subject to the same voting and office-holding criteria as Leadership.

#### 4.3. Incarcerated Members

Members currently incarcerated in correctional institutions shall not have the right to vote. Incarcerated members may not hold any Corporate office, and may only participate in those programs that The Board designates by a majority vote to be open to them.

#### 4.4. Disciplinary Action and Expulsion of Members

The I.A.F reserves the right to discipline or expel any member who has been deemed to be in violation of The I.A.F.s Mission Statement, Position Statement, these Bylaws, or Articles of Incorporation. Specific action options will be determined by majority Board vote according to the following guidelines, and the options will be announced in the operating journal. In no case will discipline result in physical or fiduciary harm to the person outside of the paid membership fee not being refunded.

##### 4.4.1. Principles and Purpose of Discipline

In accordance with Heathen tradition, disciplinary procedures within The I.A.F. seek first and foremost to maintain the integrity of the community, while striving to uphold the rights and freedoms of individual members.

There may be times when an individual member's behavior impedes the community's ability to maintain a constructive environment, or hinders the organization's ability to function. In these instances, disciplinary procedures may be invoked. Our Corporate actions must be timely, decisive, consistent, and fair. All members, whether those who bring forth grievances, or those who are examined as a result of those grievances, and regardless of their position within The I.A.F. will be treated justly and fairly in any disciplinary procedure. Staff and clergy within The I.A.F. may be subject to more scrutiny and accountability than the general membership.

The I.A.F. does not involve itself in personal disputes, and any allegation found to be the result of a personal dispute or disagreement will not be handled at the level of Corporate discipline unless member behavior impedes the community's ability to maintain a constructive environment, or hinders the organization's ability to function.

When a violation of civil law is involved, the organization will immediately file a complaint with civil authorities, or encourage such a complaint to be filed by the appropriate parties.

Disciplinary procedures within the organization are based on these By-Laws, and on the Mission Statment. Procedures aim at prevention of problems, when that is possible, or at restitution and restoration, when prevention is not possible.

##### 4.4.2 Jurisdiction

All regulations concerning member conduct and discipline shall apply to all members and local affiliated groups. It is expected that members will abide by basic standards of civil conduct even outside of activities and events sponsored by the organization. Discipline may

be invoked, or membership status revoked, for members who are involved with any activities contrary to the organization's Mission or By-Laws.

#### 4.4.3 Initiation of Discipline

Disciplinary proceedings may be initiated by any member against any other member, relating to any action within the jurisdiction of the organization as defined here.

#### 4.4.4 Rules of Evidence

Evidence must be directly related to the complaint, and must be verifiable by sources other than the initiator of the complaint. The High Drighton will gather evidence and submit it to The Board for judgment.

### **5 Corporate Structure**

#### 5.1 The Board—The Staff

Management of the corporation is vested in a Board of Directors, which shall be formally known as The Board or The Staff. The Board shall be the chief policy-making body of the corporation. Except as otherwise provided in these Bylaws, The Board shall appoint Executive Officers and Operating Officers, ensure fair election of new members of The Board when vacancies occur, and adopt and amend these Bylaws as necessary. The Board may remove Executive Officers, Officers, and Clergy, and may revoke or deny membership, according to such procedures as it may establish, if it determines, in its sole discretion, that such action is in the best interests of the corporation and the community it creates.

##### 5.1.1 Composition

The Board shall have between three and nine members, including The High Drighton. The actual number at a given time shall be decided by The Board, where a smaller Board may be appropriate for a smaller corporate membership.

##### 5.1.2 Election

Members of The Board shall be elected by the Leadership of the Corporation.

One third (1/3) of the members of The Board shall be elected each year, according to procedures approved by The Board, published to the membership, and administered by the Elections Officer, to serve terms of 2 years, beginning February 1<sup>st</sup> of the year in which they are elected. If a member dies in office or resigns, a successor shall be elected to fill the remainder of the departing member's term. If the number of members is not divisible by three, one less than one third of the members may be elected during some years. If The Board decides to grow or shrink its size, no less than one or more than three positions may be offered to vote in a given year. The goal of these rules is to ensure that The Board is continually populated by a majority of experienced members.

When needed, The Board may suspend the limitations on maximum and minimum number of slots elected in an election, provided the following are both true:

1) No Board member serves a term of longer than two years without being re-elected;

AND

2) The motion to invoke this clause is approved by both the President and a minimum of 2/3 (two-thirds) of the seated Board Members.

Any Leadership may nominate one or more persons as candidates for The Board. Such candidates must have been Leadership of the Corporation for at least a full year preceding nomination.

The medium for The Board Elections shall be determined by The Board. A medium can include mail, email, or other appropriate means. The Corporation shall not be required to provide notice of or hold an annual meeting of the members for purposes of voting. In the election of members of The Board, members may not cumulate their votes by casting more than one vote for a single candidate. Any member wishing to vote by proxy must sign and date his/her proxy authorizing another Leadership to vote in his/her stead not more than 60 nor less than 10 days prior to the date on which ballots must be received by the Corporation. The signed and dated original of the proxy must accompany any ballot sent to the Corporation which is cast under authority of such proxy.

### 5.1.3 Meetings

The members of The Board shall meet at least Once a month via face-to-face meetings or any medium appropriate to conduct Corporate business. At the end of each Month, the Scribe shall prepare and submit to The Board a summary of decisions and policies approved by The Board. This report shall be considered the official minutes of the administration, be published in the operating journal, and made available to all Corporate members.

Definitions: For the purpose of meetings, the Total Number of The Board shall include all members of The Board who are in office at the time the Meeting starts. If held in person, the Number Present shall be the portion of the Total Number of The Board who attend the meeting. If held online, the Number Present shall be the portion of the Total Number of The Board who communicate that they are present.

For a meeting to be valid for the purpose of passing motions or any taking actions, the Number Present must be greater than half of the Total Number of The Board.

For any motion to pass in any meeting, it must receive votes in favor from greater than half of the Total Number of The Board. The Board may set higher thresholds for passage of specific measures, but no measure shall be enacted which does not have the support of an absolute majority of the Total Number of The Board.

As a member of The Board, The President may introduce motions, second motions, and vote on motions. In the event that there is a tie on a motion, the motion fails by default.

Any meeting shall end when either a majority or The Board votes to adjourn, or the Month ends. The Board may choose to postpone or to table any items or to refer them to committees or individuals during the meeting. Any items that remain unresolved at the end of the meeting will automatically be added to the Old Business for the next meeting.

#### 5.1.4 Abandonment of Board Seat

At a scheduled meeting of The Board, The Board may, by a majority vote, declare an individual Board member who is not present at that meeting to be in danger of being found to have abandoned their seat. Notice of this motion must be given to that member via email. If these conditions are met, and the named member does not attend and take part in the next scheduled monthly Board meeting, then The Board may, at that meeting, by a majority vote, remove the named member from office.

If the member responds to contact efforts by participating in the meeting, then the motion placing the member in danger of being found to have abandoned the office is nullified.

#### 5.2 Officers

Candidates for Corporate offices must be at least 18 years of age, and have been Leadership for at least one year. Some Officers require additional qualifications. Officers must maintain membership throughout their terms of office. Officers whose memberships lapse for more than three months shall be deemed to have resigned from their office. After this three-month period, renewal of membership shall not reinstate a member to office.

Officers may serve in multiple organizations, as long as this does not interfere with, or cause conflicts of interest with, the duties of their position in The I.A.F. Program heads such as the President, Vice President, High Drighton, etc., along with The Board, may issue guidance on this. The Board will act as the final arbiter in this should any disputes arise. General membership in other organizations is acceptable as long as it creates no conflict of interest. By no means is any person or persons allowed to be apart of another organization that promotes hate, racism, bigotry, or sexism or any like items. If found the member will be removed from any office, stripped of any title and membership will be removed from The International Asatru Foundation.

Officers are encouraged to hold only one Office at any time.

##### 5.2.1 The President

The President of the Corporation shall also and primarily be referred to as the Head.

###### 5.2.1.1 Duties

The Head shall be the chairman of meetings of The Board. If the Head is unable or unwilling to perform this duty, then the Vice Head (see below) shall be the chairman of meetings of The Board until the situation with the Head is resolved. If both the Head and Vice Head are unable or unwilling to perform this duty, then the High Drighton shall perform this duty until the situation with the Head and Vice Head is resolved.

The Head oversees the general administration of the Corporation. The Head convenes and presides over the communications and meetings of The Board, and the public business meetings.

#### 5.2.1.2 Election

The Head shall be elected by The Board following an advisory vote consistent with those adopted for the election of Board members, and results shall be announced to the membership in the operating journal.

#### 5.2.1.3 Term

The Head shall serve until he or she is elected out of office or steps down from the position Or There is a Unanimous Vote among The Board for replacement of The Head.

#### 5.2.1.4 Succession

##### 5.2.1.4.1 Incapacity

If the Steer becomes physically or mentally unable to perform the duties of office ("incapacity"), then the Vice Head assumes the Heads duties, but not the title, until either the Head is again able to perform or the Vice Head term of office expires.

##### 5.2.1.4.2 Death or Resignation

If the Steer dies in office or resigns, then the current Vice Head shall publicize, convene, and preside over a Board meeting to elect a new Head. The Vice Head shall attempt to notify, invite, and include all other Board members by reasonable means and in a reasonable time of no less than two days. If The I.A.F.s regular members' email list is operating, that shall be the means of notification and invitation. If the email list is not operating, then regular email, telephone, regular mail, or other electronic means of communication may be used to notify and invite. If the Vice Head is also incapacitated or otherwise unavailable. Then the duties fall to the available Board member who has served on the Board the longest.

#### 5.2.2 Vice Head

## The Vice President

### 5.2.2.1 Duties

The Vice Head is responsible for whatever duties are delegated to him/her by the Head and Board.

### 5.2.2.2 Election

With the advice of the current Head, the Vice Head shall be elected from among the serving members of The Board.

### 5.2.2.3 Term

The Vice Head shall serve a Life term unless voted out or steps down but may be reelected unless removal was due to disciplinary actions, The Board may have ultimate vote over reinstatement.

## 5.3 Departments

### 5.3.1 Administrative Department

#### 5.3.1.1 Executive Officer/ Director of Human resources: Secretary

The Secretary shall be responsible for overseeing all aspects of the Corporation's Administrative Department, including the organization, storage, and maintenance of all Corporate records in hard copy and electronic formats. The Secretary is one of the organization's primary domain administrators, the others being the Head and/or Vice Head.

S/he supervises the staff of the Administrative Department, including but not limited to the Scribe, Treasurer, Elections Officer, and therefore is required to understand and be able to perform the duties of all these offices. Further, the Secretary is expected to work with The Board, the Head, and all other Staff Members in order to coordinate administrative services as required. Candidates for this office must be Leadership of I.A.F. The Secretary is appointed by The Board to a two year term, and may be reappointed. The Secretary may take on any of the subordinate offices of this department upon the approval of The Board.

#### 5.3.1.2 Scribe

The Scribe shall make and keep a complete and accurate record of all actions considered by The Board, whether in a meeting or otherwise. This record shall include the text of the proposed action, the date of final determination, the outcome of the vote, the numbers of affirmative votes, negative votes, and abstentions, and the specific votes of each Board member. The Scribe shall keep a copy of all records made, and shall forward the official records to the Head, The Board, and the editor of the operating journal at least quarterly.

The Scribe is the Parliamentarian within Board meetings. The Scribe is responsible for all Board-level publications..

#### 5.3.1.3 Treasurer/Reckoner

The Reckoner of Accounts is the Treasurer of the Corporation. S/he shall record financial transactions; receive, deposit and disburse monies as instructed by the High Rede and by standing policy of the Corporation. The Reckoner shall also maintain complete and accurate financial records of the bank account(s) and other financial accounts of the Corporation. The Reckoner, along with the Secretary and Head, is one of the primary bank account signatories for the corporation.

The Reckoner shall produce quarterly reports on the Corporation's financial status for The Board, and prepare an annual financial statement for each fiscal year, defined as 1 January to 31 December of each year. This report shall be due by 30 March each year.

The Reckoner, in conjunction with The Board, shall prepare and file any financial or taxation forms or reports required by governmental agencies.

The Reckoner shall work together with The Board to prepare a budget for each succeeding year for deliberation at End of Year Board meeting. The Reckoner may appoint or hire assistants as needed to carry out these tasks, but must inform The Board of any such appointments or hirings.

#### 5.3.2 Information Services Department

The Informations Services Department manages all computer- and internet-related operations of the Corporation.

##### 5.3.2.1 Tech Team

The Tech Team manages Computer Operations for the Corporation. Tech Team tasks include, but are not limited to, providing a membership database for use by the Clerk, providing accounting software for use by the Treasurer, providing and maintaining a Corporate website, and providing and maintaining various means of electronic communications as may be deemed necessary by The Board, such as electronic mailing lists and online forums. Individual Tech Team roles may be defined by The Board through procedural vote.

#### 5.3.3 Publications and Merchandise Department

The Publications and Merchandise Department is responsible for the timely production and distribution of publications and other materials by the Corporation. Items produced by this Department are expected to be appropriate for the Corporation, and neither actionable nor seriously embarrassing.

#### 5.3.4 Public Relations Department

The Public Relations Department handles the Corporation's interests in the media and with the general public, to project the Corporation and Heathenry/Asatru in general in an accurate, fair, and positive light.

##### 5.3.4.1 Executive Officer: Communications Officer

The Communications Officer actively promotes the Corporation and Heathenry/Asatru in general in the media, and responds to reporting relevant to the Corporation and Heathenry/Asatru in general. S/he advises other Officers on the conduct of public appearances and interviews with the media.

##### 5.3.4.2 Public Relations Contact Officer

The Public Relations Contact Officer responds in a timely manner specifically to external requests regarding events sponsored by the Corporation, local affiliated organizations, and membership in the Corporation, when such requests cannot be handled automatically by the Information Services Department.

#### 5.3.5 High Drighton

Bylaw and rule enforcer as well as investigator of allegations of misconduct between members. Position is to be filled by member with law enforcement back ground or a person with extensive investigative skills.

5.3.5.1 The High Drighton is responsible for investigations of misconduct between members, Ledership, The Staff/Board and any other member of the I.A.F. The High Drighton also reviews all member status and does back ground checks on all new members. All findings are reported to The Board for a vote, or to discuss appropriate actions to take place in regarding all issues. If there is an allegation towrds a Board member the High Drighton shall Speak with The Head and Vice head to determine a solution. If any allegation if of the Head or Vice Head the high Drighton, shall call a special Board meeting of those Staff not involved to decide what the appropriate steps shall be taken. If there is an allegation towards the High Drighton, all complaints shall be taken to The Vice Head to be handled.

#### 5.3.6 Racism, Hate speech, and, sexual harassment

5.3.6.1 At no time will any member post, write, or speak about other member or person in a manner that would offend another member in the I.A.F. This includes unwanted sexual

remarks/advances, bullying, or speaking to any person or member in such a way to offend their way of life or belief, and, any remarks of discrimination towards another person regarding their sexual preferences. Any person/s found doing so will be immediately removed from The I.A.F. and if the circumstance of the allegation calls for, reported to appropriate authorities.