



## SUBUD USA

Subud United States of America, INC is a nonprofit 501(c)(3) corporation (the “Corporation”) organized under the laws of the State of Colorado and is a foreign corporation in other states. The corporation provides a structure to support the activities, in the United States of America, of the Association of Susila Budhi Dharma, and is one of several separate, autonomous national associations that organize to form the international association of Subud known as the World Subud Association. Members of Subud join together for the primary purpose of worshipping God. The membership recognizes that an administrative structure is necessary to accomplish its purposes and the members of Subud USA do therefore organize themselves under these bylaws.

Subud USA affirms all members’ rights to participate in, benefit from, and contribute to all activities, programs, and services of the corporation with dignity and respect, free from discrimination on the basis of race, national origin, sex, religion, color, age, disability, sexual orientation, genetic information, parental status, and free from sexual harassment.

### Definitions

1. The term “center” refers to a local unit of Subud members within a region. It includes “provisional center,” commonly referred to as a “group”.
2. The term "delegate" refers to a member that represents a constituency and is authorized to attend and vote at a National Congress.
3. The term “helper” refers to a person who serves those who receive the latihan.
4. The term “latihan” refers to the spiritual exercise of Subud, which is a worship of God.
5. The term “national affiliate” refers to a closely aligned autonomous national Subud association whose international association is recognized by the World Subud Association.
6. The abbreviation “PPM” refers to the *Subud USA Policies and Procedures Manual*, which documents the Corporation’s working practice. The PPM contains further details of the policies and procedures in these bylaws.
7. The term “region” refers to a geographic division within Subud USA that provides administrative functions.
8. The term “regional member” refers to a member who does not identify him/herself as a member of a center.
9. The term “World Subud Association” is the name of the official international organizational body of Subud. “International World Congress” is a meeting of Subud members from around the world.
10. The terms “written notice” and “in writing” refer to communication via surface mail, email, fax or other written or printed method. The attendance of any person at a meeting shall constitute waiver of notice of such meeting by that person, unless the person, at the beginning of the meeting, objects to holding the meeting or transacting business at the meeting because of lack of notice or defective notice.
11. The term “zone” refers to large geographical areas of the World Subud Association. Subud USA is a member of Zone 7.

## **Article I Name**

The name of the Corporation shall be Subud United States of America, Inc, commonly referred to as Subud USA.

## **Article II Purpose**

The purposes of the Corporation are to facilitate the worship of Almighty God through the latihan and to arrange for other needs of the membership such as:

1. Assisting the activities of Subud members at the center and regional level with administrative services.
2. Providing an administrative framework to serve the needs of its members in accordance with the principles and practices of Subud.
3. Assisting Subud affiliates engaged in educational, cultural, benevolent, and charitable works, which in the opinion of the members are consistent with the aims and purposes of Subud.
4. Cooperating with Subud associations in other countries, and at the international level.

## **Article III Membership**

### **Section 1: Description**

Any person, 17 years of age or older, who has been admitted to receive the latihan and resides in the United States or its territories shall be eligible to be a member of the Corporation. An eligible person becomes a member when his/her name and contact information are recorded in the Subud USA national membership database.

### **Section 2: Removal**

A member may be removed from membership in the following ways:

1. By the member's written or oral request to the national office or to the center or regional committee or helpers.
2. By update of member's status during annual census.
3. Removal "for cause": by the appropriate Center and/or Regional Helpers, if the member is acting in a way determined to be contrary to the aims of Subud or the Corporation. A member so removed may request, and shall be granted, a review of the determination by the National Helpers.

### **Section 3: Reinstatement**

A former member may be reinstated to membership in the following ways:

1. By written request of the member to the national office, to process for consideration and possible action.
2. By the National Helpers in the case of a "for cause" removal with the consent and approval of appropriate Center or Regional Helpers.

## **Article IV Officers**

### **Section 1: Composition**

The Officers of the Corporation, who are also known as the Executive Committee, shall consist of Chair (also the President), a Vice Chair (also the Vice-President), a Secretary, a Treasurer, and a Committee Councilor.

## **Section 2: General Responsibilities**

The Officers shall be generally responsible for managing the ongoing operations of Subud USA, under the direction of the Board of Directors. The Officers shall exercise and perform the respective powers, duties and functions as are outlined here, and further stated in the PPM.

Without limiting their general powers, the Officers shall have the following duties:

1. Serve as the administrative body of the Corporation
2. Manage communications including the national website, newsletter and official listservs, with the intent to keep communications open and flowing between the Board and general membership.
3. Act upon such motions or resolutions as may be received from the Board of Directors
4. Supervise an annual census of the membership
5. Maintain the PPM and present proposed changes to the Board for approval
6. Prepare and file all reports and documents as required by law
7. Assume other responsibilities as are, or as shall be, approved by National Congress
8. Conduct other business pertinent to the welfare and purpose of the Corporation

Any member of the Corporation shall be eligible for any office except that an Officer shall not concurrently hold position on any Subud international, regional, center or national affiliate board as an officer.

## **Section 3: Elections and Appointments**

Candidates for Chair, Vice-Chair and Committee Councilor will be nominated and selected according to established Subud procedure at a National Congress.

Once selected, the Chair, Vice-Chair, and Committee Councilor must be elected by a majority vote of the members present at the National Congress.

The Secretary and Treasurer shall be appointed by the Chair with assistance from National Helpers and confirmed by the Board of Directors.

The past chair shall serve as an advisor to the National Committee for one year after the National Congress. All other outgoing officers shall remain as advisors to the new committee for 60 days after the National Congress.

## **Section 4: Terms of Office**

The term of office for all officers except Committee Councilor shall be for two years and shall begin upon their election at the National Congress. These officers may serve up to two consecutive terms, if nominated and selected according to established Subud procedure at the National Congress.

The Committee Councilor shall serve a four-year term, starting at the National Congress when the election takes place. The Committee Councilor shall serve as a liaison for Subud USA at Zone 7 meetings and at the International World Congress which occurs during his/her term.

## **Section 5: Appointments and Committees**

The Officers shall, when necessary, appoint representatives and establish ad-hoc and standing committees that assist in the execution of their duties. Such committees may provide support to ongoing issues of the Corporation such as, but not limited to: membership growth, fundraising, website design and maintenance, outreach activities, housing procurement and maintenance, dignity of and caring for members, and organizational structure.

### **Section 6: Meetings and Notice**

The Officers shall meet at least quarterly, in person or by phone, video or web conference or using any other means of communication by which all of the persons participating can hear each other during the meeting, at such time and place specified by the Chair with at least seven days written notice to the officers.

### **Section 7: Voting**

Passage of any issue submitted for vote among the Officers must include a majority of the Officers then serving. Each Officer is entitled to one vote on each matter submitted to a vote. Proxy voting shall not be allowed.

### **Section 8: Vacancies during terms of office**

A vacancy in the office of Chair shall be filled by the Vice Chair for the remainder of the current term. A vacancy occurring in any other Executive Committee position shall be filled by appointment by the Board of Directors, confirmed by the National Helpers, until the end of the current term.

## **Article V Board of Directors**

### **Section 1: Composition and Eligibility**

The directors of the Corporation shall be:

1. The Officers of the Corporation
2. A representative of each region in the USA
3. The Chairs of the national affiliates or their appointees and the national helpers, in an ex-officio, nonvoting capacity.

### **Section 2: Powers and Duties**

The Board of Directors shall be responsible for the operation and activities of Subud USA, and for executing these bylaws for the Corporation.

Without limiting their general powers, the Board of Directors shall have the following responsibilities:

1. Select and remove agents and employees of the Corporation, prescribe such powers and duties for them as may not be inconsistent with law, the Articles of Incorporation, these bylaws or motions passed at a National or Special Congress
2. Borrow money and incur indebtedness for the purpose of the Corporation, and for that purpose to cause to be executed and delivered, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecations or other evidence of debt and securities.
3. Loan money from a housing fund to regions or centers for the purchase or repair of latihan premises, secured by note or mortgage on the said premises
4. Approve procedures for fundraising
5. Review and approve the national budget
6. Review and approve all reports as required by law
7. Declare any conflicts of interests.
8. Assume other responsibilities as are, or as shall be, assigned through the bylaws, motions or resolutions as approved at a National or Special Congress.

All corporate powers of the Corporation shall be exercised by or under authority of, and the business and affairs of the Corporation shall be conducted, managed and controlled by the Board of Directors. The Board of Directors shall be subject to the limitations of the Articles of Incorporation and other sections of these bylaws and in accordance with actions passed at a National or Special Congress.

### **Section 3: Representatives of Regions and Affiliates**

Each Region in Subud USA shall choose a representative (the Regional Chair or another) to serve as a voting director on the national Board of Directors.

Representatives of national affiliates shall be the Chairs of the affiliates or their designees. Vacancies on the board occurring in regional representation or affiliate representation shall be filled by established procedures.

### **Section 4: Resignations**

Any member of the Board of Directors may resign at any time by giving written notice to the Chair or Secretary. Any resignation shall be effective upon receipt of written notice. Any director who does not consistently attend regularly scheduled Board meetings of his or her term in office may be asked, at the discretion of the Board, to resign.

### **Section 5: Removals**

Any member of the Board of Directors elected by the members may be removed by a majority vote of the membership, subject to written notice, at a National Congress or Special Congress. Any member of the Board of Directors appointed by the Board to fill a vacancy may be removed by a majority vote of the Board of Directors. Removal from the Board of Directors constitutes a removal of that director as an Officer.

### **Section 6: Compensation and Expense Reimbursement**

A director of the Corporation may not receive compensation for services rendered as a director of the Corporation. A director may be reimbursed for actual reasonable expenses incurred to carry out his or her duties as a director.

### **Section 7: Conflicting Interest Transaction and Policy**

The corporation and the members of the board of directors of the corporation shall at all times be subject to the provisions of Colorado Revised Statutes (C.R.S.) § 7-128-501. To comply with these provisions, the corporation has established a conflict of interest statement that each Board member is required to sign.

## **Article VI**

### **Meetings of the Board of Directors**

#### **Section 1: Meetings**

The Board of Directors of the Corporation shall conduct an annual meeting in person, within the United States, at a time and place determined by the Officers and National Helpers. The membership shall be given written notice of the time and place of the meeting at least 90 days in advance of the meeting.

The purpose of the annual meeting of the Board of Directors is to:

1. Receive reports
2. Report on the implementation of policies, goals and objectives for the Corporation
3. Conduct other business pertinent to the welfare and purpose of the Corporation

Regular meetings of the Board of Directors shall be held as designated from time to time by resolution of the Board of Directors, or by written consent of all members of the Board of Directors.

Members of the Corporation may attend all meetings of the Board of Directors, except for executive sessions, but shall have no voting privileges. Members of the corporation may, from time to time, submit a concern for consideration by the Board. If a letter of concern is received by the Board, signed by a minimum of 25 members, an agenda item must be considered at either the next regular Board meeting or

a specially-scheduled Board meeting, the concerned members being notified at least 10 days in advance of said meeting. The Board must determine what action it will take and respond to the signers within 30 days after the meeting at which the issue was on the agenda.

Minutes of all the Board of Directors' meetings shall be made available to the membership on a timely basis.

### **Section 2: Quorum, Proxy and Voting**

A quorum shall be a majority of the total voting members of the Board of Directors. Voting members of the Board of Directors are the Officers, and a representative of each region in the USA. Each voting member of the Board shall have one vote. Proxy voting shall not be allowed. Any vote must pass with a majority of the Board members then serving, whether present or not.

In cases of dispute where general agreement is not reached, all meetings shall make rulings according to the most current version of *Robert's Rules of Order*.

### **Section 3: Special Board Meetings**

Special Meetings of the Board of Directors may be called by the Chair or by a majority of directors of the Corporation without the Chair's approval, with written notice to the Board members of the time, place, and subject matter of the meeting, given at least 10 days in advance of the meeting. Business transacted at any special meeting shall be limited to the purpose or purposes stated in the notice.

### **Section 4: Place of Meetings and Electronic Meetings**

Unless otherwise required by these bylaws, meetings of the Board of Directors may be held within or outside the United States at such time and place as the written notice or waiver thereof, if any, may specify. Unless otherwise required by these bylaws, any director (or any member) may be permitted by the Board of Directors to participate in any meeting of the Board of Directors or a committee thereof through the use of any means of communication by which all the directors participating in the meeting can hear each other during the meeting, including by phone, video or web conference. An individual participating in a meeting in this manner is deemed to be present in person at the meeting for all purposes.

### **Section 5: Action Without a Meeting**

Unless otherwise required by these bylaws, any action required to be taken at a meeting of the Board of Directors, or any action which may be taken at a meeting of the Board of Directors, may be taken without a meeting if each and every member of the Board of Directors votes, in writing, either for, against, or abstains from voting on such action. In order to pass, the vote for such action must equal or exceed the minimum number of votes that would be necessary to take such action at a meeting at which all of the directors then in office were present and voted. Any action taken without a meeting shall have the same effect as action taken with a meeting.

## **Article VII Meetings of the Members**

A meeting of the membership shall be held annually at a time and place fixed in accordance with the resolution of the Board of Directors. The annual meeting shall be specified by the Board of Directors as, and may be convened as, either: (1) a business meeting, called a National Congress, in which delegates attend and vote on resolutions and recommendations on behalf of the members, or (2) a non-business meeting of the members without delegates present. The annual meeting shall be opened by an Officer or Director of the Corporation. All members present at an annual meeting may vote in any election of officers of the Corporation.

## **Article VIII**

### **Meetings with Delegates – National Congresses**

#### **Section 1: National Congress**

As a minimum, the Corporation shall conduct a National Congress in the year immediately preceding, or the year of, the International World Congress held by the World Subud Association.

A National Congress shall:

1. Receive reports
2. Elect, reelect, or remove directors and officers, with the required vote of the membership
3. Formulate policies, goals and objectives for the Corporation
4. Conduct other business pertinent to the welfare and purpose of the Corporation
5. Arrange special interest workshops, working parties and latihans for the participation of the membership

#### **Section 2: Notice to Membership**

The membership shall be informed of the time and place of the National Congress by written notice at least 90 days before the date of the National Congress. Contact information as it appears on the membership list of the Corporation shall be used for the purpose of providing notice to members.

#### **Section 3: Delegates**

All matters concerning Delegates to the National Congress shall be supervised by the Officers and National Helpers. Delegates are apportioned according to active membership in each center and region, as determined in the annual membership census. In addition to delegates awarded proportionally, each Regional committee, the National Executive Committee, and National affiliates shall designate one delegate each. Further procedures are included in the PPM.

In addition to voting on resolutions put before them, delegates participate in working parties to develop resolutions to put before the delegate assembly for votes. A member of each working party will be designated as facilitator. The facilitator shall report the discussions and recommendations of the party to the delegates during a plenary session. Members of the Corporation may participate fully in all activities of the working parties.

Specific motions or resolutions from the working parties shall be presented to National Congress. These shall include, but not be limited to, those which:

- a. Establish new policies, and refine or revoke policies and procedures that exist in the PPM and/or
- b. Establish guidelines for the benefit of the Corporation.

#### **Section 4: National Congress Chair**

During the Annual Meeting of the year preceding a National Congress, a National Congress Chair shall be selected by the membership or appointed by the Board of Directors.

The National Congress Chair shall:

1. Work with the Officers to plan the National Congress agenda
2. Work with the national congress site coordinator to assure that the business activities of the National Congress will have a venue that promotes harmonious work
3. Coordinate and consolidate proposals for the various working parties, and disseminate them among the regions prior to the next National Congress
4. Preside as chair at National Congress plenary sessions, appoint a parliamentarian, establish quorum, distribute standing reports, and prioritize resolutions and proposals for the delegate assembly
5. Arrange and monitor the progress of working parties during the National Congress and assist them in the development of their resolutions.

6. Evaluate the successes and failures after the event, and prepare a report for the Executive Committee for future National Congresses.

### **Section 5: Quorum and Proxy**

A National Congress quorum shall be a majority of the total number of authorized delegates. Quorum is established at the first plenary session involving a delegate assembly of the National Congress. Delegates must be present in person or represented by written proxy to be counted.

### **Section 6: Voting**

Once quorum is established, motions proposed at plenary sessions shall be passed by a majority vote of the number of delegates present in person or represented by written proxy, provided the number of votes cast in favor of the motion equals or exceeds a majority of the quorum. A delegate may carry a maximum of four votes, including proxies. Due to extenuating circumstances, a delegate or proxy change may be allowed in consultation with the National Congress Chair and a member of the Executive Committee, for fair application.

### **Section 7: Rules of Order**

At the outset of each National Congress, the delegates shall approve the rules of procedure for that National Congress. In cases of dispute where general agreement is not reached, the National Congress Chair shall make his or her rulings according to the most current version of *Robert's Rules of Order*.

### **Section 8: Minutes**

The resolutions and recommendations passed at the National Congress shall be forwarded to the Board and delegates within 30 days of the Congress. Written provisional minutes of the National Congress of all motions, resolutions, recommendations and other information shall be made available to the membership within 90 days of the conclusion of the National Congress, and filed with the records of the Corporation.

### **Section 9: Special Congresses**

A Special Congress of the members may be called by the Board of Directors or the membership, as follows:

1. By a resolution of the Board of Directors to call such a meeting, or
2. By a written demand that is received at the office of the Corporation at least 120 days prior to the next scheduled annual meeting. Such written demand for a Special Congress must state the purpose or purposes for which it is to be called, and be signed and dated by a minimum of 10% of the total active membership of Subud USA, which must also include 10% of the active membership from a majority of the regions of Subud USA, as verified on the existing census. The Board of Directors of the Corporation has 30 days to provide written response to such written demand. If the written demand meets the above requirements, the Board of Directors shall call a Special Congress to take place within the next annual meeting.

Once a Special Congress is called, the Board shall notify the membership, follow the same procedure for National Congresses in soliciting delegates, and appoint a Special Congress Chair who is not a current member of the Board of Directors.

The Board of Directors will arrange for special meeting times to be included during the annual meeting where special business and voting, as necessary, may take place.

Only business within the purpose or purposes described in the notice of the special meeting may be conducted at a Special Congress meeting.



A quorum for a Special Congress shall be a majority of the total of authorized delegates. Delegates must be present in person or represented by written proxy to be counted.

## **Article IX Meetings without Delegates**

### **Section 1: Purposes**

A members' Meeting without Delegates shall:

1. Receive reports
2. Conduct activities pertinent to the welfare and purpose of the Corporation
3. Arrange special interest workshops and latihans for the participation of the membership.

Minutes of a Meeting without Delegates shall be made available to the membership.

### **Section 2: Notice to Membership**

The membership shall be informed of the time and place of the Meeting without Delegates by written notice at least 90 days before the date of the meeting. Contact information as it appears on the membership list of the Corporation shall be used for purpose of providing notice to members.

## **Article X Regions**

### **Section 1: Description**

A Region is a designated geographical area within the jurisdiction of Subud USA. Each Region shall be considered a division of the Corporation, and shall be administered by a Regional Committee. A Region may be independently incorporated, subject to approval by the Subud USA Board of Directors.

A Region must include at least one center and two Regional Helpers (one man and one woman) and a Regional Committee of at least a Chair and Treasurer.

### **Section 2: Limitations of Powers**

Regions may not adopt rules, regulations and bylaws that limit laws, Articles of Incorporation of the Corporation, or directives of the Board of Directors of the Corporation.

### **Section 3: Boundaries**

Regional boundaries may be adjusted by the Board of Directors of the Corporation, with the agreement of the governing bodies of the Regions involved.

### **Section 4: New Regions**

A new Region may be established when the functioning of the corporation will benefit from further divisions within Subud USA. A minimum of 35 members is required to form a new Region. A new Region shall be subject to these bylaws.

## **Article XI Centers**

### **Section 1: Description**

A Center is a subdivision of a Region. Each Center shall have no fewer than 10 members; two Helpers, one man and one woman; and a center committee consisting of at least a Chair and a Treasurer. A Center may be independently incorporated, subject to approval by the Subud USA Board of Directors.

A Provisional Center of no fewer than seven members may be designated provided that it shall:

1. Manage its practical affairs in cooperation with the regional committee,
2. Have at least one helper,
3. Conduct meetings, accept applicants, and conduct other activities according to the guiding principles of Subud.

### **Section 2: Limitation of Powers**

A Center may not adopt rules, regulations and bylaws that limit the laws, Articles of Incorporation of the Corporation, or directives of the Board of Directors of the Corporation.

### **Section 3: Dissolution of Centers**

Members of centers no longer able to meet the description in Section 1 of this Article shall be considered as regional members.

## **Article XII Financial Limitations**

Any Region or Center of this Corporation, or any other entity however affiliated with this Corporation, that is not independently incorporated, must conform to the following financial limitations.

### **Section 1: Regions**

The regional governing body or any member thereof shall not make or authorize any member or regional committee to make a contract or any agreement of indebtedness which shall last 12 months or longer without the prior approval of the Board of Directors of the Corporation.

### **Section 2: Centers or Other Affiliated Entities**

The Center Committee or governing body, or any member acting for that governing body, shall not make a contract or any agreement of indebtedness which shall last 12 months or longer without the prior approval of the Regional governing body or the Board of Directors of the Corporation.

## **Article XIII Helpers**

### **Section 1: Description**

This bylaw does not define the duties and responsibilities of the helpers to the individual members of this Corporation, but does define the relationship which may exist between a Helper's group and the Committee with which it works. In accordance with the advice given us by Bapak, Muhammad Subuh Sumohadiwidjojo, founder of the worldwide Subud movement, helpers may be classified into four groups. These are as follows: Center Helpers, Regional Helpers, National Helpers, and International Helpers. It is understood these are Bapak's helpers in the growth of Subud.

### **Section 2: Relationship with Committees**

On each level (i.e. Center, Regional, National), the helpers and Committee shall establish a regular practice of the latihan together. The helpers shall provide guidance to the Committee on questions arrived at through established Subud policy and procedures. Committees shall include in the budget reasonable expenses which helpers incur in serving the members.

## **Article XIV Annual Reports**

### **Section 1: Centers**

The Center Committees and Center Helpers shall prepare and forward an annual report to their Regional Committees and Regional Helpers. The statement shall contain a description of the Center activities, a

membership census to determine active membership, and a financial report. In years in which a National Congress is held, this report shall be sent no less than 60 days prior to the National Congress.

## **Section 2: Regions**

The Regional Committees and Regional Helpers shall prepare and forward an annual report to the Corporation's Board of Directors and the National Helpers. The statement shall contain a summary of Center activities of that region, Regional activities, a membership census of regional members to determine active membership, and a financial report. In years in which a National Congress is held, this report shall be sent no less than 35 days prior to the National Congress.

## **Section 3: National**

The Board of Directors shall prepare an annual report to be forwarded to each Regional Committee, the National Helpers, and when appropriate, to the Zonal Representative and World Subud Association. This report shall contain results, as verified by the National Helpers, of the annual census of active membership of Subud USA by region; a summary of the activities and financial conditions of the regions; and a report of the activities and financial condition of the Corporation, with biennial oversight by a public accountant. This report shall be made available to each member of the Corporation. Once the annual census of active membership becomes available to the members of the Corporation, it becomes the official number of active members in the nation and each region until the next annual census is verified and becomes available.

## **Article XV**

### **Indemnification of Directors, Officers, Employees and Agents**

#### **Section 1: Descriptions and Details**

Subud USA will follow Colorado State law regarding indemnification, which is included in its entirety in the PPM. For purposes of this Article, the following terms shall have the meanings set forth in C.R.S. § 7-109-101: corporation, director, expenses, liability, official capacity, party and proceeding.

#### **Section 2: Right to Indemnification**

Standards of Conduct. Except as provided in the PPM, the Corporation shall indemnify any party to a proceeding against liability incurred in or as a result of the proceeding if (i) such party conducted himself or herself in good faith, (ii) such party reasonably believed (A) in the case of a director acting in his or her official capacity, that his or her conduct was in the Corporation's best interests, or (B) in all other cases, that such party's conduct was at least not opposed to the Corporation's best interests, and (iii) in the case of any criminal proceeding, such party had no reasonable cause to believe his or her conduct was unlawful. For purposes of determining the applicable standard of conduct under this Section 2, any party acting in his or her official capacity who is also a director of the Corporation shall be held to the standard of conduct set forth in Section 2(ii)(A), even if such party is sued solely in a capacity other than as such director.

## **Article XVI**

### **Amendments of Bylaws**

#### **Section 1: Amendment**

These bylaws may be amended or replaced by a majority vote of the number of delegates present in person or represented by written proxy once quorum has been established at a duly called National or Special Congress, provided the number of votes cast in favor of the motion equals or exceeds a majority of the quorum.

## **Section 2: Notice**

No action can be taken to amend any bylaw or to adopt new bylaws unless written notice of the proposed change is submitted to the membership at least 90 days prior to any meeting at which bylaw amendments are to be considered. Once notice of proposed bylaws changes has been made, working parties may propose specific changes for resolutions to the National or Special Congress plenary for vote.

Written notice shall consist of the proposal and an explanation of the reason for change. Amended bylaws will take effect within 60 days after a passing vote at a National or Special Congress and will be made available to the membership.

## **Article XVII Dissolution**

Upon the dissolution of the Corporation, after paying or adequately providing for its debts and obligations, the assets of the Corporation shall be distributed to one or more corporations or other organizations organized and operated exclusively for religious, charitable, or educational purposes, and no part of such assets shall be distributed to any individuals.

## **Addendum**

“We acknowledge that the latihan, the spiritual training that we receive and practice, in reality comes only because we surrender and submit to the greatness of Almighty God.

“To make it clearer, once we have inwardly surrendered with full submission to the greatness of Almighty God, our heart and mind, which are usually imagining and thinking about all sorts of things, are suddenly and spontaneously stilled; at the same time a vibration arises throughout our feeling. This vibration of the feeling will then manifest as movements, which we call the latihan.

“When we are in this state, even though we experience a suspension of our imagination and our thinking, our feeling remains calm and conscious, so that we can always follow the movements, which guide and lead us towards the worship of the greatness of Almighty God.

“As a result of these experiences in the latihan we are convinced that we are worshipping only the One Almighty God; that it is only God who can lead, guide and turn us towards God; and that only God can repair and ennoble our feeling and our soul, in accordance with His will.

“This is the nature of the latihan, which we have received and practice. Therefore the principle of the latihan, or the reality of our receiving of the latihan, is that it is our worship of the One Almighty God, and that through God’s guidance we are led towards an improved character and a noble soul, according to God’s will.

“Since the latihan we have received is from, or because of, the grace of the One Almighty God who is worshipped by all His creatures, we will leave to God’s will its spread throughout the world to people of various nations and religions.

“However, since we are human beings living in this world, who need food and clothing and who need to look after ourselves so that we are at peace and secure in society, as well as worshipping God we need to create an organization, so that we can organize ourselves in the way people normally do in this world.

“Of course the way we organize ourselves needs to be adjusted to the conditions of our local society, and

also to the laws and regulations of the country we are in. Therefore we need to formulate statutes that do not go against the laws and regulations of our country, nor the principles and aims of Subud.”

**The addendum is a preamble that Bapak provided members in Talk #15, Volume 11.**

*Approved by National Congress 1972, Denver, Colorado*

*Amended by National Congress 1989*

*Amended by National Congress 1991*

*Amended by National Congress 2000*

*Amended by National Congress 2002*

*Amended by National Congress 2004*

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