

# **The Constitution of the Association of Kenyan American Nurse Anesthetists (AKANA)**

## **Preamble:**

We, the Kenyan American Nurse Anesthetists in the United States of America, in recognition of our shared heritage, professional responsibilities, and commitment to fostering collaboration, mentorship, and advancement within the field of anesthesia, do hereby establish this Constitution to govern the Association of Kenyan American Nurse Anesthetists (AKANA).

## **Article I: Name**

The name of this organization shall be the Association of Kenyan American Nurse Anesthetists (AKANA)

## **Article II: Purpose and Objectives**

### **Section 1: Purpose**

The purpose of AKANA is to provide a support network, promote professional development, advocate for best practices, and foster a sense of community among Kenyan American Nurse Anesthetists and other interested stakeholders.

### **Section 2: Objectives**

The objectives of AKANA are:

1. To foster communication and collaboration among members.
2. To provide mentorship, training, educational, and scholarship opportunities for future Kenyan nurse anesthetists.
3. To advance the interests and visibility of Kenyan American Nurse Anesthetists.
4. To collaborate and advocate for the highest standards of practice for Kenyan nurse anesthetists.
5. To engage in charitable and community-focused projects, particularly in Kenya and the United States.

## **Article III: Membership**

### **Section 1: Eligibility**

Membership is open to any licensed and practicing or retired Nurse Anesthetist of Kenyan descent residing in the United States and Resident Nurse Anesthetists.

### **Section 2: Categories of Membership**

1. Active Member: Practicing Nurse Anesthetists of Kenyan descent – **Annual Membership Fee of \$500.00**
2. Student Member: Individuals currently enrolled in nurse anesthesia programs – **Annual Membership Fee of \$50.00**
3. Associate Member: Supporters and non-practicing professionals who align with AKANA's mission – RNs to pay an **annual membership fee of \$100.00**
4. Honorary Member: Individuals recognized for outstanding support of AKANA's mission - **\$599.00 Annually.**

### **Section 3: Membership Rights**

All members can attend meetings, participate in activities, and vote, but only active members may hold office in the association.

### **Section 4: withdrawal of membership**

1. Members may have their membership withdrawn for failure to adhere to the requirements for membership as stated above and conduct unbecoming.
2. A simple majority vote of the quorum of membership at a regular or special meeting shall be sufficient to withdraw membership.
3. Members to be voted upon in this regard will be notified of the intention to do so in writing at least 5 business days prior to the meeting at which the vote will be taken.
4. Members forfeit their Membership fees once withdrawn.

## **Article IV: Governance**

### **Section 1: Executive Committee**

AKANA shall be governed by an Executive Committee consisting of the following elected officers:

1. President
2. Vice President
3. Secretary
4. Treasurer
5. Public Relations Officer
6. Education and Mentorship Chair and Assistant Chair.

**Section 2: Duties of Officers**

1. President: Provides leadership, oversees meetings, and represents AKANA publicly.
2. Vice President: Assists the President and assumes duties in their absence.
3. Secretary: Manages records, documents, and correspondence.
4. Treasurer: Maintains financial records and oversees funds.
5. Public Relations Officer: Manages communications and public relations.
6. Education and Mentorship Chair: Coordinates mentorship, training, and professional development programs.

**Section 3: Election and Term of Office**

1. Elections shall be held every two years at the Annual General Meeting.
2. Officers shall serve a term of two years and may be re-elected for one consecutive term.

**Section 4: Requirements for running for and holding office**

1. Actively practicing CRNA within the United States of America and of Kenyan descent.
2. One-year active membership and in good standing

**Section 5: Nominations and Elections**

1. Nominations for all offices will be taken from the floor during the annual general meeting.
2. Any member may nominate any other member, including himself or herself.
3. Elections will be held at the AGM
4. Nominations may also be made during the election meeting itself, prior to closing of nominations and taking the vote.

5. A 51% of members present at that meeting will be sufficient to elect an officer. If there are more than two candidates and no candidate receives a majority, there will be a run-off vote between the top two vote recipients in the general meeting.

### **Section 6: Removal from office**

1. Officers may be removed from office for failure to perform duties or for violating the membership clause.
2. Officers to be voted upon in this regard will be notified of the intention to do so in writing at least one week before the meeting at which the vote will be taken.
3. A two-thirds majority of the quorum present at a regularly scheduled meeting shall be sufficient for removal from the office.
4. Any officer may resign by submitting a letter to the President, and the President may resign by submitting a letter to the Vice President.
5. The President and Vice President should give a 90-day notice of resignation.

### **Section 7: Vacancies**

1. Should a vacancy in office occur, there will be another nomination procedure, and the election for the vacant office can be held during quarterly meetings.
2. In the meantime, the Vice President will assume the duties of the President, the Secretary/Treasurer will assume the duties of the Vice President, and the public relations officer will assume the role of Secretary/Treasurer should those offices be vacant.

## **Article V: Meetings**

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

Regular meetings shall be held quarterly, and the Executive Committee shall establish meeting dates and times. The meetings can be held online.

### **Section 2: Annual General Meeting (AGM)**

The AGM shall be held once a year to elect officers, review the association's progress, and discuss future plans.

### **Section 3: Executive Board/ Committee Meeting held after the AGM**

### **Section 4: Quorum**

A quorum for all meetings shall consist of a simple majority (51%) of the members eligible to vote.

## **Article VI: Committees**

### **Section 1: Standing Committees**

AKANA shall establish the following standing committees to assist in fulfilling its objectives:

1. Membership and Outreach Committee
2. Finance and Fundraising Committee
3. Education and Mentorship Committee
4. Community Engagement and Advocacy Committee

The committees will have at least two members each with clearly defined roles.

### **Section 2: Committee Appointments**

Committee leaders shall be appointed by the Executive Committee and serve for two years.

### **Section 3. Affiliations.**

1. Upon successful registration, the organization shall be recognized as a nonprofit organization fulfilling the purpose and objectives noted in Article 2 but will work hand in hand with the AANA and IFNA.
2. AKANA will accept full financial and production responsibility for all activities it sponsors.

## **Article VII: Finances**

### **Section 1: Fiscal Year**

The fiscal year of AKANA shall be from January 1 to December 31.

### **Section 2: Membership Fees**

Membership fees shall be determined by the Executive Committee and approved by a quorum vote at the AGM.

### **Section 3: Financial Management**

The Treasurer shall maintain records of all financial transactions and an annual economic report shall be presented to the membership at the AGM. Members will analyze, amend and adopt the financial report at the AGM.

### **Section 4: Dissolution**

Upon dissolution, all assets remaining after the payment of debts shall be distributed for charitable purposes as determined by the membership.

## **Article VIII: Amendments**

### **Section 1: Amendments**

Any member may propose amendments to this Constitution, which must be submitted in writing to the Executive Committee within 30 business days.

### **Section 2: Voting on Amendments**

1. 51% of members present at the AGM shall approve proposed amendments. (physically or virtually)
2. The definition of quorum changed to: Members present either physically or virtually at any given meeting.
3. Quorum cannot be one person

### **Section 3: By-laws**

1. By-laws shall be established per the constitution.
2. By-laws can be added to this constitution by 51% of quorum present (physically or virtually) at the meeting.
3. The Constitution takes precedence over all by-laws.
4. State and federal laws take precedence over the Constitution and all by-laws.

## **Article IX: Adoption and Effective Date**

This Constitution shall become effective upon approval by a two-thirds majority of the founding members and will remain in effect until amended.

## Signature Section

By signing below, each of the undersigned parties acknowledges and agrees to the terms outlined in the AKANA Constitution.

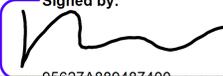
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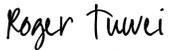
5. **Eunice Aguda**  
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6. **Stephen Okoth**  
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7. **Roger Tuwei**  
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8. **Wendy Hoffner**

Signed by:

*Wendy Hoffner*

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Date: \_\_\_\_\_