



ASSOCIATION OF HAWAIIAN CIVIC CLUBS

CONSTITUTION

Revision 8.2

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The Constitution is maintained by AHCC Kōmike Ho'okele (Policy & Planning Committee of the Association of Hawaiian Civic Clubs). Revision 8.2 was ratified by a two-thirds (2/3rd) vote of the House of Delegates at its sixty-third (63rd) convening on November 5, 2022 in Seattle, Washington.

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‘Ōlelo Hawai‘i translations can be found in attached Glossary

ASSOCIATION OF HAWAIIAN CIVIC CLUBS

PREAMBLE

We, the indigenous Kanaka Hawai'i, whose lineal beginnings lay claim to mother earth and father sky, ventured in time immemorial in the uncharted waters of an expansive ocean guided only by celestial bodies, oceanic elements, and skills unmatched by any other peoples. Our ancestors had the innate human characteristics of venture, coupled with unquestionable and uncompromising abilities to lead and to responsibly and carefully carry with them to live their unique and distinctive language, culture, values, traditions, and history. This determination continues to current times.

The arrival of our po'e kahiko to pae 'āina Hawai'i Nei was not by chance but rather by powers we Kānaka revere through our aloha for nā akua, nā ali'i hanohano , ka 'āina, ke kai, ka wai, ka lani, ka lehulehu a me ka 'ohana. All that comes forth from these sources are gifts which we mālama as beneficiaries and stewards then, now, and into the future.

We, our 'ohana, koko iwi and hānai, are linked and undivided in our quest for self-determination and our constant desire to cultivate and advance—by every pono means available—our social, cultural, economic, and political goals. To that end, we, the Kanaka Hawai'i people on the pae 'āina and all corners of Papahānaumokuākea, establish and commit to these, the Constitution and Bylaws of the Association of Hawaiian Civic Clubs.

ASSOCIATION OF HAWAIIAN CIVIC CLUBS CONSTITUTION

DEDICATION

Affirming the commitment of all those who supported the establishment of the Association of Hawaiian Civic Clubs, especially remembering the foresight of our Founder, Prince Jonah Kūhiō Kalanianaʻole, we dedicate these, the Constitution and Bylaws of the Association of Hawaiian Civic Clubs.

ARTICLE I

NAME AND PRINCIPAL OFFICE

- Section 1** The name of this organization is the **ASSOCIATION OF HAWAIIAN CIVIC CLUBS** (‘Ahahui Sīwila Hawai‘i), hereinafter referred to as the “Association”.
- Section 2** The Association is incorporated by the State of Hawai‘i as a non-profit corporation, exempt under 501 (c)(4) of the Internal Revenue Code in a manner consistent with applicable law, have and exercise all rights and powers conferred as such, and shall operate in conformity with its Constitution and Bylaws.
- Section 3** The Association’s principal office shall be in the State of Hawai‘i. The Association may have regional offices as determined by the Board of Directors.

ARTICLE II

PURPOSES OF THE ASSOCIATION

The purposes of this Association are to:

- a. Charter clubs, provide guidance and offer opportunities for leadership training to member Hawaiian Civic Clubs;
- b. Advocate positions endorsed by the Association at its convening of the House of Delegates, or approved by the Board of Directors, as appropriate [Refer to the Bylaws, *Article III, Duties of the Board of Directors*];
- c. Promote the practice of long-held traditional Kanaka Hawai‘i (Native Hawaiian) attitudes and values dignifying all human life, which are the underpinnings of culture that comprise a unique, rich and enduring legacy of the indigenous people of Hawai‘i; and

- d. Serve as a forum for unified policy development among Hawaiian Civic Clubs and their Councils in order to protect and advance Kanaka Hawai'i rights, governance and hold accountable the U.S. federal government and State of Hawai'i Trust responsibilities to Kanaka Hawai'i.

ARTICLE III TAX EXEMPT STATUS

Section 1 Association of Hawaiian Civic Clubs

- a. The income or net earnings of the Association shall not inure to the benefit of any member or individual.
- b. The Association is not organized for profit and no part of the assets, income or earnings shall be used as dividends, or other withdrawals, or distributed to any of its members or officers, except for services actually rendered.
- c. In the event of dissolution of this Association, its net assets remaining after payment or provision for payment, of all debts and liability of this nonprofit corporation shall be distributed to one or more organizations having purposes similar to those described in the Association's purposes and exempt under 501 (c) (3) or 501 (c) (4) of the Internal Revenue Code in a manner consistent with applicable law.

Section 2 'Ahahui Sīwila Hawai'i

- a. The 'Ahahui Sīwila Hawai'i is a non-profit organization established exclusively for charitable and educational purposes and tax exempt under section 501 (c) (3) of the Internal Revenue Code. The Association of Hawaiian Civic Clubs shall be the sole member of 'Ahahui Sīwila Hawai'i.
- b. The Association of Hawaiian Civic Clubs, as the sole member of 'Ahahui Sīwila Hawai'i, shall elect its Board of Directors, and consent in writing to amendments of its bylaws.

ARTICLE IV MEMBERSHIP

- #### **Section 1**
- Membership in this Association shall consist of Hawaiian Civic Clubs duly organized and chartered under the provisions of the Constitution and Bylaws of the Association.

- Section 2** Civic Clubs that are formed must initially be comprised of a minimum of twenty-five (25) Kanaka Hawai'i, ages sixteen (16) and older. Keiki (child) under sixteen (16) may also join a Civic Club but shall not be voting members of the House of Delegates.
- Section 3** All Hawaiian Civic Clubs now in existence and any new clubs which may be formed and chartered hereafter by the Association shall be known as "Hawaiian Civic Clubs" or their Hawaiian translation.
- Section 4** While each club is autonomous, the acceptance of the Charter by a club shall be a ratification and agreement on the part of the club to be bound by the Constitution and Bylaws of the Association.
- Section 5** All clubs so organized shall be under the jurisdiction of the Council for the district in which they are chartered.

ARTICLE V ORGANIZATION

This organization shall consist of the:

- a. House of Delegates
- b. Board of Directors
- c. Executive Committee
- d. Officers
- e. Councils
- f. Hawaiian Civic Clubs
- g. Committee

Section 1 House of Delegates

The assembling of the membership of the Association at a regular or special meeting shall be known as the convening of the House of Delegates. The voting members of the House of Delegates shall be the Officers and Directors of the Association, Past Presidents of the Association, and the elected delegates of each member Hawaiian Civic Club. The House of Delegates is the highest authority of the Association.

Section 2 Association Board of Directors

- a. **Directors** – The Association Board of Directors, hereinafter referred to as "Board", shall be composed of the following:
 1. The Pelekikena (President) of the Association, who shall also be the Chair of the Board of Directors;

2. The Hope Pelekikena Mua (First Vice President);
 3. The Hope Pelekikena 'Elua (Second Vice President);
 4. The Pu'ukū (Treasurer)
 5. The Pelekikena Iho Nei (Immediate Past President);
 6. The Councils' Nā Pelekikena (Presidents); and
 7. The Councils' Association Director(s).
- b. **Qualifications** – All members of the Board of Directors must be members in good standing of a member Hawaiian Civic Club. The Pelekikena, Hope Pelekikena Mua, Hope Pelekikena 'Elua of the Association shall be of Kanaka Hawai'i ancestry.
- c. **Powers** – The property and affairs of the Association shall be managed and controlled by the Board. Subject to the limitations of applicable law, the Articles of Incorporation, the Association Constitution and Bylaws, and applicable resolutions of the House of Delegates, all corporate powers shall be vested in and shall be exercised by the Board. The Board shall adopt special rules of order pertaining to it and shall adopt policies to govern its proceedings and the affairs over which it has power and authority. Directors shall meet with the Association Officers to formulate policies and procedures of the Association when the House of Delegates is not in session.
- d. **Board Staff** – The Pelekikena will appoint a recording secretary and a corresponding secretary to serve as staff to the Board. No Board Staff shall have a vote on matters before the Board of Directors, unless the Board Staff also concurrently serves as an officer or director.
- e. **Immediate Past President** – The office of the Pelekikena Iho Nei is not an elected office. The Pelekikena assumes the position of Pelekikena Iho Nei immediately at the conclusion of their term. The Iho Nei shall serve as a member of the Board of Directors and as an advisor to the Pelekikena.

Section 3 Executive Committee

The Executive Committee of the Association shall consist of the Pelekikena, Hope Pelekikena Mua, Hope Pelekikena 'Elua, Pu'ukū, and Pelekikena Iho Nei. The Executive Committee shall direct the day-to-day operations of the Association. The Executive Committee shall oversee any operational staff.

Section 4 Officers

- a. The officers of this Association shall be the Pelekikena (President), Hope Pelekikena Mua (First Vice President), Hope Pelekikena 'Elua (Second Vice President), and Pu'ukū (Treasurer). The officers shall also be Directors of the Association.

Section 5 Councils

- a. There shall be a Council in each of the following districts:
 1. The O'ahu Council: Ke One o Kākuhihewa – for the Island of O'ahu
 2. The Hawai'i Council: Moku o Keawe – for the Island of Hawai'i
 3. The Maui Council: Nā Hono A'o Pi'ilani – for the Islands of Maui, Moloka'i, Lāna'i, and Kaho'olawe
 4. The Kaua'i Council: Moku o Manokalanipō - for the Islands of Kaua'i and Ni'hau
 5. The Mainland Council: Nā Lei Makalapua – for the Continental United States.
- b. Each Council shall have the power to formulate its own Constitution and Bylaws consistent with the Association's Constitution and Bylaws.
- c. Each Council is entitled to one Director for every seven clubs or major portion thereof. Each Council shall have at least one Association Director.
- d. Each Council shall meet prior to the Convention to select its President and Association Directors. [Refer to the Bylaws, *Article I, Election of Officers, Section 2.*]

Section 6 Hawaiian Civic Clubs

[Refer to the Constitution, *Article IV, Membership.*]

Section 7 Committees

The Association shall maintain committees which shall consider and recommend actions and propose policies in the functional areas under their jurisdiction, subject to the approval of the House of Delegates, Board of Directors, or the Executive Committee.

ARTICLE VI
MOTTO OF THE ASSOCIATION

This Association shall have as its Motto, the statement of Kamehameha III Kauikeaouli which is as follows: “E hana like kākou me ke aloha, i mau ke ea o ka ‘āina i ka pono” (Let us work together with aloha so that the sovereignty of the land is perpetuated by pono).

ARTICLE VII
MELE OF THE ASSOCIATION

The Mele of the Association of Hawaiian Civic Clubs shall be “Ku‘u Home ‘O Keaukaha” (composed by Albert Nahale-a).

ARTICLE VIII
PUA/SYMBOL OF THE ASSOCIATION

The Pua/Symbol of the Association shall be the ‘uo hulu.

ARTICLE IX
THE EMBLEM AND MARK OF THE ASSOCIATION

The Emblem and Mark of the Association shall be the Coat of Arms of Hawai‘i as designated here.



ARTICLE X
RULES OF ORDER

The conduct of the business of the Association shall be guided by its Constitution, Bylaws, any special rules of order that the Association may adopt, and, when applicable, the most recently revised version of *Robert's Rules of Order*.

**ARTICLE XI
PROHIBITIONS AND SANCTIONS**

- Section 1** The Association of Hawaiian Civic Clubs shall not endorse or recommend any candidates for elected political or public office. This prohibition shall not preclude the Association from supporting candidates for appointed offices, or non-elected positions, or educating the membership on candidates for elected political or public office. [Refer to the Internal Revenue Code (IRC) *Reg. 1.501(c)(4)-1(a)(2)(ii)*]
- Section 2** No officer or member club of this Association shall use the Association as a means of furthering the political aspirations of any person.
- Section 3** After due process is afforded any entity or person who is found responsible for violating this Article, such person or entity shall be subject to such penalty as the Board of Directors shall deem appropriate.

**ARTICLE XII
AMENDMENTS**

- Section 1** This Constitution may be amended only at the convening of the House of Delegates of the Association by a two-thirds affirmative vote of the delegates assembled.
- Section 2** Proposed amendments to the Constitution offered at a convening of the House of Delegates shall be submitted to the President of the Association no later than ninety (90) days prior to the aforementioned convening of the House of Delegates. The President of the Association shall distribute said proposed amendments to the Chair of the Policy and Planning Committee for distribution to each club of the Association.
- Section 3** The Policy and Planning Chair shall distribute said proposed amendments to each club of the Association no later than sixty (60) days prior to the convening of the House of Delegates.
- Section 4** The President of the Association shall place all proposed amendments that are properly submitted on the agenda for consideration at the convening of the House of Delegates.
- Section 5** Proposed amendments may be submitted by the Executive Committee of the Association, the Association Board of Directors, any Standing Committee, any Ad Hoc or other Committee, any Council or any member Hawaiian Civic Club.

Section 6 The Constitution may be amended at any convening of the House of Delegates by a two-thirds vote, and the Bylaws by a majority vote provided that:

a. **The Amendment with Prior Notice –**

1. has been submitted by the Policy and Planning committee, the Board of Directors, a Standing Committee, a Council, or a member Hawaiian Civic Club;
2. if originated by other than the Policy and Planning committee, has been submitted to the President of the Association as stated in the Constitution, Article XII, Section 2, at least ninety (90) days prior to a convening of the House of Delegates; and
3. has been mailed or sent by electronic communication to member Hawaiian Civic Clubs no later than sixty (60) days prior to the convening of the House of Delegates with identification of proposer(s) and the committee's recommendations for action.

b. **Amendment with Notice at a Convening of the House of Delegates –** by a nine-tenths vote, provided previous notice has been given at an earlier meeting of the same session of the convening of the House of Delegates.

Section 7 The effective date of amendments to the Bylaws shall be immediately upon the adjournment of the proceedings of the House of Delegates at which the amendment(s) were adopted or as prescribed within the amendment(s).

ARTICLE XIII
IMPOSSIBILITY PROVISIONS

In the event of an emergency, such as, but not limited to, a natural disaster, a virus, or government restrictions, such provisions of this Constitution, as deemed necessary, may be suspended by the Association Board of Directors at a regular meeting or special meeting. Any suspension under this provision must describe a compelling interest for the suspension and include specific dates when the suspension begins and ends.

GLOSSARY OF TERMS

‘Ahahui Sīwila Hawai‘i ¹	ASSOCIATION OF HAWAIIAN CIVIC CLUBS
‘Ahahui Sīwila Hawai‘i	Non-profit organization established and tax exempt under section 501 (c) (3) of the Internal Revenue Code
Helu ²	Section
Hope Pelekikena Mua	First Vice President
Hope Pelekikena ‘Elua	Second Vice President
Kanaka Hawai‘i	Native Hawaiian
Kākau ‘Ōlelo Ka‘a‘ike	Communication Secretary
Kākau ‘Ōlelo Palapala	Recording Secretary
Keiki	Generally, children
Ke One o Kākuihewa	O‘ahu Council
Kōmike ‘Enehana	Information Technology
Kōmike Ho‘okele	Policy and Planning
Kōmike Ho‘okūpa‘a Kūlana ‘Ōiwi	Native Rights
Kōmike Ho‘oilina Ali‘i	Benefits and Trusts
Kōmike Ho‘ona‘auao	Education
Kōmike Ho‘onoho Hālāwai	Convention and Meetings
Kōmike Hō‘oia	Credentials
Kōmike Ho‘oulu ‘Ahahui	Membership Development
Kōmike Ho‘oulu Waiwai	Economics & Development

¹ Hawaiian Name (‘Ahahui O Nā Hui Sīwila Hawai‘i) to be amended at the 64th Convening of the House of Delegates so as not to conflict with legal name of 501(c)(3) organization, ‘Ahahui Sīwila Hawai‘i,[Constitution, Article III, Section 2]

² Conversion of “Section” in the Constitution & Bylaws to “Helu” will be delayed until the translation of “Article” and “Section” descriptors to ‘Ōlelo Hawai‘i is determined.

Kōmike Kaiaola	Ecosystem/Environment
Kōmike Kūlana Pono Maka‘ainana	Employment & Housing
Kōmike Mālama Ola	Health & Human Services
Kōmike Mo‘ohelu Kālā	Finance
Kōmike ‘Ōlelo Ho‘oholo & Bills for an Act	Resolutions
Kōmike Nohona Hawai‘i	
Kōmike Pilina Aupuni	Government Relations
Kōmike Pilina Kaiāulu	Community Relations
Moku o Keawe	Hawai‘i Council
Moku o Manokalanipō	Kaua‘i Council
Mokuna ³	Article
Nā Hono A‘o Pi‘ilani	Maui Council
Nā Lei Makalapua	Mainland Council
Nu‘ukeha	President Emeritus
Pelekikena	President
Pelekikena Iho	All past presidents
Pelekikena Iho Nei	Immediate Past President
Pu‘ukū	Treasurer

A **POLICY** is a guiding principle to explain the way things are done.

A **RULE** is a statement about what to do or not to do.

A **PROCEDURE** is a series of steps to be followed to accomplish an end result.

³ Conversion of “Article” in the Constitution & Bylaws to “Mokuna” will be delayed until the translation of “Article” and “Section” descriptors to ‘Ōlelo Hawai‘i is determined.