



## Bangladesh Association, Houston

A Nonprofit Organization, *Established in 1978*, Charter #3-00084-4754-9  
13415 Renn Road, Houston, TX 77083

<http://www.bangladesh-association.com>

October 31, 2024

### Office of the Election Committee: Bangladesh Association Houston Election 2024

Dear Members,

The election of the Bangladesh Association Houston is scheduled to be held on Saturday, December 13th and Sunday, 14th, 2024. Accordingly, following Article IX of the Constitution of the Association, a three member Election Committee has been formed to conduct the 2024 election in order to elect a thirteen-member Board of Directors for the 2025-2026 term. The Committee will be in charge of securing nominations and conducting this upcoming election. By this letter, the Committee invites you to participate in the upcoming election on Friday, December 13, 2024, between 9:00 am and 7:00 pm and Saturday, December 14, 2024, between 9:00 am and 6:00 pm. The election will be held at the Bangladesh-American Center, Houston (BAC), located at 13415 Renn Road, Houston, TX 77083. Mail-in votes will not be allowed; all votes must be cast in person.

**Nominations:** The Committee invites eligible members to submit nominations for the thirteen open positions of the Board of Directors, which are as follows: 1. Chairperson; 2. Vice-chairperson; 3. Secretary General; 4. Director of Finance and Budget; 5. Director of Organizational Affairs; 6. Director of Cultural Affairs; 7. Director of Sports Affairs; 8. Director of Social Welfare & Outreach Affairs; 9. Director of Web and Technologies; 10. Director of Literacy and Publications; 11. Director of Fundraising; 12. Director of Youth Development; and 13. Director of Local and International Government Affairs.

The official nomination form is enclosed, which must be used for the nomination of a candidate. A candidate for any position must be a valid member of the Association in good standing for at least 730 days prior to August 31, 2024, and he/she must be nominated by a member and seconded by another member. The form must be filled out completely, signed by all three parties mentioned above, and should be accompanied by a non-refundable fee of \$250.00 per candidate, payable to Bangladesh Association, Houston, in the form of a check, money order, cashier's check, or bank draft (cash will not be accepted). The nomination form will be accepted in person on Thursday, November 14, 2024, from 6 pm to 7 pm at the Bangladesh-American Center.

**Voter List:** A copy of the officially certified voter list will be made available to the eligible candidates once their nominations are accepted, checks are deposited and cleared by the bank, and verified by the Committee. This validation process may generally take 3 to 4 business days after receiving the nomination form. However, the candidates will be contacted if the process is completed earlier. It is important to note that the Election Committee does not generate the member list and voter list. It receives the officially certified voter list from the Board of Directors of Bangladesh Association. If any member wants to ensure that he/ she is included in the voter list, the candidate is encouraged to call the General Secretary before Thursday, November 14, 2024. If there is any error in the voter list, the member must correct it through the Association only not the election commission. Further, if any member has any knowledge about another member who may have changed address recently, please inform the Chairman of the Committee as soon as possible.

**Family Membership Category:** The voter list contains several categories of membership, one of which is the "family" category, which includes the husband, wife, and dependent children of voting age (elderly parents living with the family will not be counted as part of the "family" for voting purposes unless they registered separately as members). This category includes any dependent children (may be living with the parents or, not living with the parents, but currently enrolled in an educational institution) of voting age (18+, but below 21) as of December 14, 2024. However, some voting age children may not be listed in the current voter list. This may create confusion and may cause delays on Election Day. To avoid this problem, the Committee is strongly urging members to take the following two steps: (1) contact the Chairman of the EC as soon as possible to register any voting age children in the voter list on or before Thursday, November 14, 2024, and (2) bring the voting age children along with the parents on the Election Day along with their State issued ID or DL or a passport.

**Early Voting:** The Constitution allows early voting before the regular Election Day. This voting is intended for voters who may be out of town on the Election Day. The early voting will be held only on the day listed below under the Summary of Deadlines, Dates, and Procedures Section.



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Voting Procedure and Voter Identification: Both regular and early votes must be cast in person at the designated location(s) by eligible members through a secret ballot. To be eligible to vote, the voter must present valid photo identification and must provide his/her signature on the voter list.

Summary of Deadlines, Dates, and Procedures: To conduct a fair election, the committee will strictly observe the following deadlines and procedures:

1. Voter list adjustment and/ or correction – Thursday, November 14, 2024
2. Deadline for submission of nomination form – Thursday, November 14, 2024
3. Announcement of candidates – on or before – Saturday, November 23, 2024
4. Withdrawal of nomination – Thursday, November 29, 2024, before 5.00 pm
5. Early Voting Dates:
  - Saturday, December 7, 2024, at Bangladesh-American Center from 10:00 am to 7:00 pm
  - Sunday, December 8, 2024, at BD Halal Restaurant at 630 FM 1959 Houston, TX 77034 from 12:00 pm to 7 pm
6. General Election Dates:
  - Friday, December 13, 2024, from 12:00 am to 7:00 pm
  - Saturday, December 14, 2024, from 10:00 am to 6:00 pm
7. Venue of General Election – Bangladesh-American Center, 13415 Renn Road, Houston, TX 77083

The Election Committee is strongly committed to conduct the election in a completely free, fair, and peaceful manner. To achieve this goal, to uphold the Bangladesh Association Constitution, and to preserve the democratic tradition of the Association, the Committee is seeking all possible cooperation and help from the members and the candidates. Your cooperation and help would be highly appreciated. If necessary, more instructions regarding election rules and regulations will follow in future correspondence from the Committee. In the meantime, if anyone has any questions, concerns, or comments, please contact any Election Committee member. The name and email address of each committee member is listed below for your convenience.

Yours sincerely,

*Roman Kawser*

Mr. Roman Kawser  
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Chairperson Election Committee

*Selina Rahman*

Mrs. Selina Rahman  
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Member, Election Committee

*Ratna Roy*

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Member, Election Committee