

# House rules W.S.P.V Allegra

Adjusted 25-07-2023



# allegra

## **Chapter 1: General provisions**

### **Article 1. Validity framework**

All provisions in these house rules (HR) are subordinate to the law and the statutes of the association.

### **Article 2. Referral to persons**

Where in this HR “they / them / their” is stated, this refers to an individual of any gender.

### **Article 3. Knowledge of the regulations**

1. Each (honorary) member and benefactor is expected to know and act on this HR.
2. A copy of the articles of association and / or the HR is available on request from the board.

### **Article 4. Behaviour on location**

Everyone who participates in activities of the association is obliged to comply with the applicable regulations on site.

### **Article 5. Delimitation of association year and training season**

The association year is from one (1.) September to the thirty-first (31.) August. The training season is determined by the board annually.

### **Article 6. Lustrum year**

Starting from the founding of the association, a year, which is a multiple of five years is a lustrum year.

### **Article 7. Relationship with SWU Thymos**

1. W.S.P.V. Allegra has joined SWU Thymos. This means that the association is obliged to comply with the statutes and HR of SWU Thymos.
2. Members are obliged to adhere to any rules and requirements set by SWU Thymos.
3. Fines imposed by SWU Thymos on W.S.P.V. Allegra for failure to comply with rules and requirements set by SWU Thymos by a member, will be passed on to the relevant member.

## **Chapter 2: Membership**

### **Article 8. General**

1. Membership can be entered at any time. Membership can be entered into by paying a membership fee after registration and admission have taken place in accordance with Article 9, paragraphs 4 to 6 of this HR.
2. The contribution to be paid is separate from the tuition fee that must be paid for taking external lessons.
3. The board has the right to collect contributions and other amounts owed to the association from members and benefactors who have signed an authorization form.
4. Notification of a collection takes place at least three days before the collection.
5. Membership includes all rights and obligations that are granted and imposed by these regulations and the articles of association.

### **Article 9. Registration for membership**

1. The prospective member is pursuing an academic or higher professional education. The prospective member must demonstrate this at the request of the board.
2. The prospective member is in possession of a WUR card with sports rights at Sports Center de Bongerd or intends to purchase these sports rights within two weeks of registration. The prospective member must demonstrate this at the request of the board.
3. An aspiring member is entitled to take two free trial lessons per association year. They must submit a written request to the board for this.
4. Registration for membership can be made to the board by completing and signing a form provided for this purpose by the association, or by providing the desired information in writing in another way.
5. When registering, the person registering must agree in written form to the articles of association and HR.
6. The board decides on the admission of a member. In the event of non-admission, an appeal can be lodged with the GMM.
7. If grounds other than non-compliance with the provisions of this article, or those of article 10 of this HR, are the cause of non-admission, the GMM may still decide to grant admission.
8. The contribution must be paid within 14 days of registration.

### **Article 10. Membership after graduation**

1. After graduation, it is possible to remain a member if the member complies with Article 11, paragraphs 4 and 5.
2. During the first year after graduation, the member must purchase sports rights for graduates from Sports Center de Bongerd.
3. From the second year after graduation, the member must apply for an association card. To qualify for this, the conditions for an association card set by Sports Center de Bongerd must be met.
4. The request for membership after graduation must be submitted in writing to the board.

### **Article 11. Contribution**

1. The amount of the annual and half-yearly contribution is proposed by the board and subsequently determined by the GMM.

2. The contribution due relates to the current association year.
3. If the membership is entered into after the start of the relevant membership period, no reduction of the contribution will take place.
4. In the years following the year of registration, the contribution must be paid within two weeks after receipt of the invoice for the year in question.
5. If no legal termination of the membership has taken place in accordance with article 17 of this HR, the membership will continue and the member will continue to owe a contribution.
6. If the membership is terminated within the relevant membership period, the contribution for the entire relevant membership period remains due.

#### **Article 12. Ordinary members**

1. Where this HR refers to a member, an ordinary member should be read.
2. Members are those who are admitted as members and who are not an honorary member within the meaning of Article 14 and who are not suspended members within the meaning of Article 16 of this HR.
3. Members are obliged to bring their WUR card with sports rights with them during the lessons.
4. Changes to the personal data must be communicated in writing by the member to the secretary within four weeks.

#### **Article 13. Regular members and Hammock members**

1. Regular members are a sub-category of ordinary members
2. Hammock members are a sub-category of ordinary members
3. Hammock members have the same rights and obligations as Regular members, with the exception of the right to a fixed spot at lessons (see article 24), and the right of resubscription (see article 15)
4. Hammock members will pay a reduced fee compared to Regular members, determined in accordance with article 11

#### **Article 14. Honorary members**

1. Honorary members are those who, because of their extraordinary earnings in relation to the association, have been appointed as such by the GMM and have accepted their appointment.
2. Honorary members are appointed by the GMM on the proposal of the GMM and / or the board.
3. The appointment of an honorary member must be put on the agenda of the GMM in which the appointment will take place before the start.
4. Honorary members who want to attend classes at the association have the same rights and obligations as ordinary members, unless otherwise specified in this HR.
5. Honorary members are exempt from paying membership fees, unless the GMM explicitly provides otherwise.
6. Honorary members have the right to pay the rate that applies to ordinary members for activities, other than lessons, of the association.
7. Changes to the personal data must be communicated in writing by the honorary member to the secretary within four weeks.

**Article 15. Admission**

1. Registration for membership takes place as described in article 9
2. In the event that there are more prospective members than places for Regular members in the association a waiting list will form
3. There is no maximum amount of Hammock memberships, therefore no waiting list will be formed
4. The order of the waiting list is determined by subscription time of the prospective members
5. Members of the association must re-subscribe each year to maintain a spot as a member
6. Prospective members must re-subscribe for the waiting list each year
  - a. Prospective members will maintain their waiting time on the waiting list when re-subscribing
7. (Re)-subscription priority for Regular Allegra membership is set out as follows:
  1. Regular Allegra member
  2. Hammock member + waiting list subscription
  3. Waiting list subscription

**Article 16. Suspension**

1. The board may suspend a member who acts in contravention of the association's articles of association, regulations or decisions, or unreasonably harms the association, for a maximum period of six months to be determined by the board.
2. The board must inform the member in writing of the suspension, explaining the reasons for the suspension, as well as the duration of the suspension.
3. The suspended member has the option to appeal against the suspension to the GMM.
4. The suspension should be included as an item on the agenda of the next GMM. If the next GMM will be held within a week after the suspension, the suspension will be treated for the subsequent GMM.
5. The board must explain to the GMM why the relevant member has been suspended.
6. A group of five members can request the board in writing to suspend a member. If the request is rejected, this must be reported to the next GMM.
7. Suspended members are excluded from participating in the activities of the association.
8. A suspended member has access to the GMM in which the decision to suspend is discussed and is authorized to speak on it.

**Article 17. Authority to represent**

Members cannot enter into commitments on behalf of the association, unless otherwise specified in the HR.

**Article 18. Liability**

1. Each member is liable for damage caused to the association's property. Any damage found, within reasonable limits, is deemed to have been caused by the person who last used or used the item in question, if and insofar as the contrary is not demonstrated by the person (s) involved.

2. Subject to its liability under the law, the association cannot be held liable for damage to, theft of or loss of property of members.

3. Subject to its liability under the law, the association cannot be held liable for damage, in any way caused to members and non-members, during participation in any activity or meeting organized by the association.

#### **Article 19. Termination of membership**

1. Membership ends:

a. Due to the expiration of the member's sports rights, unless the member is busy with an association card;

b. by cancellation by the member;

c. by cancellation by the board on behalf of the association;

d. by dismay;

e. upon the death of the member.

2. For a legally valid termination of membership, the conditions of article 6 of the articles of association apply.

3. If the membership is terminated within an association year in accordance with paragraphs 1.a to 1.d of this article, all rights and obligations associated with the membership for the remaining association year lapse, with the exception of the obligation of Article 11 paragraph 6 of this HR and any other financial obligations of any kind.

## **Chapter 3: Benefactorship**

### **Article 20. General**

1. Benefactors are those who support the association by paying a financial contribution, the minimum amount of which is determined by the GMM on the proposal of the board. Benefactors explicitly state that they want to be a benefactor and agree to the associated rights and obligations.
2. Benefactorship can be entered into at any time by paying the financial contribution and in principle applies to the current association year.
3. Benefactorship includes all rights and obligations conferred and imposed on by these house rules and the statutes of the association.
4. The board decides on the admission of benefactors. If the board decides not to admit a prospective benefactor, the prospective benefactor must be notified in writing. The prospective benefactor can object to non-admission with the GMM. The GMM can still decide to grant admission.
5. The membership as a benefactor lasts for one year. If a benefactor wishes to extend this period they have to inform the board by written notice.

### **Article 21. Rights and obligations**

1. Benefactors must provide the board with the desired information in writing when they become a benefactor.
2. Benefactors have the right to access all activities of the association, unless otherwise specified.
3. Benefactors are expected to pay a rate set in accordance with article 28 paragraph 4 of this HR for all activities that are accessible to them.
4. Changes to the personal data must be communicated in writing by the benefactor to the secretary within four weeks.

### **Article 22. Authority to represent**

Article 17 of this HR is of similar application to the benefactors unless stated otherwise by the HR.

### **Article 23. Liability**

Article 18 of this HR is of similar application to the benefactors unless stated otherwise by the HR.

### **Article 24. End of sponsorship**

1. The board is authorized to terminate the benefactorship by written notice.

## Chapter 4: Activities of the association

### Article 25. **General**

1. Activities organized by the association include classes, demonstrations, other activities to stimulate pole dancing and activities to promote the sense of community.
2. The board supervises all activities that are organized on behalf of the association.

### Article 26. **Lessons**

1. Lessons are understood to mean:
  - a. Regular lessons;
  - b. extraordinary lessons;
  - c. external lessons.
2. The period and the number of lessons of the training season are determined by the board annually and run from September to July.
3. Regular lessons are understood to be guided by a trainer.
4. Extraordinary lessons include training courses aimed at creating and practicing demonstration routines.
5. External lessons are the training of a special guest teacher.
6. The board is responsible for the organization of regular and external lessons.
7. Extraordinary lessons can be organized by the board and / or the Activity Committee.
8. Regular classes are open to:
  - a. Members, against payment of the established rate in accordance with article 26 paragraph 1 of this HR;
  - b. prospective members, in accordance with article 9 paragraph 3 of this HR;
  - c. benefactors, in accordance with article 21 paragraph 2 of this HR.
9. Extraordinary classes can be opened to members after they have been admitted by the board or the Activity Committee, upon payment of the set rate in accordance with article 28 paragraph 2 of this HR. This admission is based on level and can be determined by means of an audition.
10. External lessons can be arranged for members on payment of the set rate in accordance with Article 28 paragraph 3 of this HR.

### Article 27. **Other activities**

1. The other activities of the association include all activities that are organized in the name of the association but are not lessons. Internal and external activities can be distinguished within this.
2. Internal activities have as primary target group members of the association. These activities can be organized by the board and / or a committee of the association.
3. External activities are intended to promote the association and the sport towards non-members. External activities are the direct responsibility of the board, unless determined otherwise by the board.
4. The organizer of an activity can decide to charge an entrance fee. The height of the entrance is determined in accordance with Article 28 paragraph 4 of this HR.



5. The organizer of an activity may decide to open the activity to benefactors and / or non-members. If there are a limited number of places for an activity, members have priority over benefactors and benefactors have priority over non-members.

**Article 28. Rates and payment**

1. The tuition for regular lessons falls within the annual contribution and must be paid in accordance with Article 9 paragraph 8.
2. The tuition fees for extraordinary lessons are determined annually by the board.
3. The tuition for external lessons is determined by the board according to the costs. The tuition fee must be paid before the start of the lesson, either in cash to the board or by transferring it to the bank account of the association. Non-cash payments must be made to the bank account of W.S.P.V. at least three days before class. The board supervises this.
4. When setting rates for activities, a distinction must be made between the rates charged for members, benefactors and non-members. The extent to which the rates for members, benefactors and non-members differ is determined by the board for each activity.
  - a. Benefactors pay at least as much as members.
  - b. Non-members pay at least as much as benefactors.

## Chapter 5: Board

### Article 29. **General**

The board is charged with managing the association.

### Article 30. **Representation**

1. The board represents the association, unless otherwise specified by law.
2. The power of representation also belongs to the chairman together with the secretary or treasurer, or the secretary together with the treasurer.
3. The board can grant power of attorney to one or more board members as well as others, to represent the association within the limits of that power of attorney.

### Article 31. **Administrative duties**

1. The board consists of at least a chairman and a treasurer. These functions cannot be combined with each other.
2. The board is responsible for the day-to-day affairs and represents the interests of the GMM.
3. All board members are obliged to implement the decisions taken by the GMM as well as possible.
4. Each board member is primarily accountable to the board meeting for the performance of their duties, and in the higher instance to the GMM.
5. Each board member is entitled to retire at any time, stating well-founded reasons, to the GMM.
6. Vacancies will be filled as soon as possible. An incomplete board remains empowered.

### Article 32. **Change of board members**

1. The appointment is made by the GMM.
2. To be able to hold a position within the board of the association, membership of the association is required. Suspended members, within the meaning of Article 16 of this HR, or members previously dismissed by the GMM, within the meaning of Article 34 of this HR, cannot apply for a board position.
3. Candidate board members must be presented by the board or by at least five members of the association by means of a written, signed statement.
4. Candidates proposed by the board must be announced two weeks before the GMM, other candidates must be notified to the board forty-eight (48) hours before the start of the relevant GMM.
5. Candidate board members must be present at the GMM in which their appointment will be discussed.
6. Each board member is individually elected to their position.
7. In the case of a management appointment (s), votes will be cast in writing as described in Article 55 of this HR. The majority is determined in accordance with Article 55 of this HR.  
. If the board deems it necessary to have a sitting board member hold a position other than their current position, the GMM's approval must be obtained for this.

**Article 33. Discharge of board members**

1. A retiring board member can be reappointed twice immediately.
2. Board members can only be discharged after, in the opinion of the GMM, they have provided sufficient account and accountability for their performance during the past board period. All required current matters must be completed for this.
3. A retiring board member will ensure the proper transfer of their work to a subsequent board member.

**Article 34. Suspension and dismissal of board members**

1. Board members can be suspended and dismissed by the GMM at any time, stating reasons. With regard to suspension or dismissal, the GMM decides by a two-thirds majority of the votes cast.
2. If, in the event of suspension of a board member, the GMM has not decided to resign within three months thereafter, the suspension will end. The suspended board member is given the opportunity to account for himself in the GMM and can be assisted by a counselor or counselor.
3. The suspension and the dismissal only relate to the position of board member and not to membership of the association, unless otherwise provided in the decision to suspend.

## Chapter 6: Committees

### Article 35. **General**

1. The board and the GMM can at any time set up committees for the performance of certain tasks. The association has committees set up by the GMM (GMM committees) and committees set up by the board (board committees).
2. Committees consist of members of the association.
3. The appointment as a member of a committee is for an indefinite period or for the period for which the committee in question has been established.
4. The board is responsible for the staffing of the committees.
5. The board supervises all committees, unless otherwise specified in this HR.

### Article 36. **GMM committees**

1. An GMM committee is set up by the GMM to perform a certain task within the association, which is not directly the responsibility of the board.
2. A decision to set up an GMM committee includes at least: a. The committee's job description; b. any further provisions regarding its working method; c. the powers of the committee.
3. The association has in any case an Audit Committee, this must be an GMM committee.
4. In the event of disagreement with an GMM committee, the decision of the GMM is decisive.
5. Members of GMM committees are elected and nominated by the GMM after nomination.
6. The GMM can exceptionally grant benefactors a dispensation to participate in an GMM committee.
7. A member of an GMM committee can at all times be discharged at their own request by the GMM. Discharge requires that the committee member has completed their duties and transferred current affairs.
8. The board has the power to temporarily remove members of GMM committees from their positions. At the next GMM it will be decided whether the committee member will be permanently removed from their position. Article 34 of this HR applies mutatis mutandis. The Audit Committee is an exception to this; members of this committee cannot be removed from office by the board.
9. Dissolution of an GMM committee can only take place with the approval of the GMM.
10. The GMM committees are accountable to the GMM and are supervised by the board.

### Article 38. **Board committees**

1. Board committees may be set up by the board to perform a specific task of the board. However, the board remains responsible. In the event of a difference of opinion, the board decides.
2. The intention to set up a board committee must be announced to the members of the association. At least an indication of the job description of the committee to be established must be given.
3. Members of board committees are elected and appointed by the board.
4. The board may exceptionally grant benefactors a dispensation to take a seat on a board committee.

5. A member of a board committee may at any time be discharged by the board at their own request. Discharge requires that the committee member has completed their duties and transferred current affairs.
6. The appointment of a board committee will be announced during the next GMM after the institution.
7. A decision to set up a board committee shall include at least:
  - a. The names of its members;
  - b. the job description and objective of the committee;
  - c. the powers of the committee;
  - d. possibly the period for which the committee is set up;
  - e. any further provisions regarding its working method;
  - f. if applicable, the budget of the committee. This decision must be announced by the board to the members of the association.
8. Without the permission of the board, a board committee cannot implement decisions with an external effect.
9. Members of board committees can be removed from their duties at any time by the board, stating reasons. This will be announced at the next GMM.
10. Board committees can be relieved of their duties at any time by the board. This will be announced at the next GMM.
11. Board committees are automatically dissolved when their task is completed.

#### Article 39. **Financial matters**

1. This article applies to GMM committees as well as board committees.
2. If necessary for the performance of the tasks of a committee, a budget can be made available to a committee by the association. This budget is determined by the treasurer of the association.
3. Committees to which a budget is made available must appoint a treasurer from among them. This treasurer submits a budget at the beginning of the association year and at the end of the association year a profit and loss account for approval by the treasurer of the association.
4. When the budget is approved, the association treasurer grants a written exemption to the committee treasurer for expenditure of the budgeted amounts. If these amounts are exceeded, permission from the association treasurer is again required.
5. Expenses incurred without the approval of the association treasurer are for the account of the committee members, unless gross negligence of the treasurer of the committee is demonstrated. In the event of a difference of opinion, the association treasurer decides.
6. All income and expenses of a committee are in principle kept by the committee. If necessary, this is done in consultation with the treasurer of the association. The treasurer of the association must make all necessary information regarding bank transactions available to the treasurer of the committee.
7. Commissions keep a cash book of all cash inputs and expenditures. Expenses that are not recognized in the cash book are for the account of the committee members.
8. At the end of the association year, all positive results of a committee will flow back into the association's general resources.

9. All goods purchased by a committee that have been paid in full with financial resources made available by the association, remain the property of the association. The board determines all other goods purchased by a committee.

10. Committees are obliged to provide the Audit Committee with all financial information it has requested.

#### **Article 40. Other provisions for committees**

1. This article applies to GMM committees as well as to board committees.

2. Each committee must consist of at least two members. The functions of chairman and secretary must in any case be filled. If the committee has been allocated a budget, a treasurer must also be appointed. The functions of chairman and secretary can be joined by fewer than three committee members. The division of duties can be determined by the committee itself and must be made known to the board.

3. Members of committees can be removed from their positions at any time by the GMM, stating reasons. The members of the GMM must announce the intention to dismiss the committee member before the meeting to the relevant committee member and to have the intention to dismiss the item added to the agenda of the GMM.

4. If it is determined during an GMM that a committee member must be removed from their position, a new GMM must be invested for this. The relevant member will be notified in writing.

5. Upon termination of its activities, a committee makes a written evaluation based on its duties and objective.

#### **Article 41. Audit committee**

1. The Audit Committee's task is to check the financial documents of the association.

2. In accordance with article 16 of the articles of association, the GMM annually appoints a Audit Committee of at least two members who may not be part of the board.

3. Members of the Audit Committee may also sit on other committees of the association; however, they are prohibited from occupying the position of treasurer here.

4. Members of the Audit Committee may be granted a dispensation by the GMM to take a seat in the Commission ter controle en advice.

5. The board will send the financial documents to the Audit Committee at least two weeks before the day on which the GMM will be held in which they will be discussed. The Audit Committee examines these documents and reports its findings to the GMM in writing.

6. The board is obliged to provide the Audit Committee for the purpose of its investigation with all information it has requested with regard to finances, if desired, to show it the cash and values, and to allow inspection of the books and documents of the association.

7. If, in the opinion of the Audit Committee, this investigation requires special accounting knowledge, it may be assisted by an expert.

8. Article 40, paragraphs 2 and 5 of this HR do not apply to the Audit Committee.

#### **Article 42. Commission ter controle en advice**

1. Commission ter controle en advice is an GMM committee and has the task of providing constructive advice to the board. This can be either solicited or unsolicited. In principle, advice given has no consequences.

2. The board and the GMM may nominate prospective members for the Commission ter controle en advice. A member can also nominate herself. Members of the Commission ter controle en advice are appointed by the GMM.
3. Members of the Board may not join the Commission ter controle en advice.
4. Members of the Commission ter controle en advice can be granted a dispensation by the GMM to take a seat in the Audit Committee.
5. Members of the Commission ter controle en advice shall in principle be appointed for a period of one year and shall be immediately available for re-election.
6. The Commission ter controle en advice will be sent the minutes as soon as possible, but no later than three weeks after each board meeting. The Commission ter controle en advice is an exception to Article 58 paragraph 5 of this HR.
7. The Commission ter controle en advice has a duty of confidentiality with regard to all information entrusted to it by the board.
8. Where the Commission considers it necessary to seek additional information for the purpose of control and advice, on the basis of information supplied to it by the board, it shall be permitted to disregard the obligation of professional secrecy in a responsible manner for this purpose.
9. If necessary, the confidentiality obligation may be temporarily disregarded in a responsible manner when the annual report is presented on an GMM.
10. The Commission ter controle en advice may have access to the archive upon request.
11. The requested advice must be answered as soon as possible, but no later than four weeks after the request for advice.
12. For the Commission ter controle en advice, Article 40 paragraph 2 and paragraph 5 of this HR do not apply.

## Chapter 7: Association trainers

### Article 43. **General**

1. Association trainers are all members and non-members who teach in the name of the association and who are appointed as such.
2. The association trainers can be: a. Association teachers: these are teachers who are members of the association; b. non-association teachers: these are teachers who do not fall under a.
3. Teaching means supporting the pole dance training for members or non-members for a shorter or longer period.
4. Association trainers give structured lessons and thereby ensure that their lessons are coordinated.
5. Association trainers, together with the board, ensure its staffing, with due observance of Article 44 of this HR.

### Article 44. **Appointment**

1. Association trainers are elected by the board.
2. Appointments are preferably made from the members of the association.
3. Appointment as an association trainer takes place for an indefinite period.
4. In principle, a non-association teacher is appointed for a period of one training season.
5. The appointments of association trainers are announced annually at the GMM.
6. The board can at all times suspend association trainers in their position, stating reasons, in accordance with article 35 of this HR. Association trainers can be removed from their duties at any time by the board, stating reasons.
7. Association trainers can at any time resign from their position on written grounds.
8. Upon termination of their position as an association trainer, the trainer is obliged to ensure the proper transfer of their position.

### Artikel 45. **Vertegenwoordigingsbevoegdheid**

Article 17 of this HR is of similar application to the benefactors unless stated otherwise by the HR.

### Article 46. **Responsibilities**

1. The board supervises the association trainers.
2. The association trainers are responsible for the interpretation of the lessons.
3. An association trainer is not responsible for the events in their class, insofar as these do not happen in accordance with their assignment.
4. The board removes the financial risks associated with the responsibilities of the association trainers within reasonable limits.

### Article 47. **Compensation**

1. An association trainer is entitled to compensation.
2. The board determines the compensation for the association trainer, insofar as it is made up of funds from W.S.P.V. Allegra.



3. The height of the amounts paid by W.S.P.V. Allegra compensation paid to the association trainers is communicated annually at the GMM.

## Chapter 8: General member meeting

### Article 48. **General**

1. The term GMM is used in two ways. On the one hand, this refers to the highest body within the association, consisting of a representation of all members, and on the other, its meeting.
2. A Transfer GMM is understood to mean that GMM in which (part of) the board changes. At the time of a Transfer GMM, an interim statement or a final statement and a balance sheet, both from around the date of the Transfer GMM, must be presented.
3. An Annual Meeting is understood to mean the GMM in which the board reports on the past association year and the policy implemented. The balance sheet and statement of income and expenditure are presented to the members for approval during this General Meeting, with an explanation (possibly in writing). The balance and statement of income and expenses are signed by all board members. This can only be deviated from with reasons.
4. An Annual Meeting is convened within six months of the end of the financial year.
5. An GMM is invested at least once per association year and also as often as the board sees fit.
6. No meetings are held during the Christmas and summer holidays.
7. One / tenth of the voting persons of the association can request the board to convene an GMM by means of a written, signed declaration. The board is obliged to comply with such a request within 14 days.
8. GMMs are held in the municipality of Wageningen.

### Article 49. **Documents of the GMM**

1. The draft agenda of a GMM should be published at least 14 days before the GMM concerned.
2. The GMM's final agenda must be known at least 7 days in advance.
3. The documents that are submitted to the GMM for approval must be available for inspection at the board at least 7 days before the start of the GMM.
4. Documents from previous GMMs are available for inspection in the archive, in accordance with Article 58 of this HR.

### Article 50. **Provisions regarding the GMM**

1. During the GMM, minutes are taken by the secretary or by a person designated by the (technical) chairman.
2. The minutes of a GMM will be signed in a subsequent GMM after approval by the secretary and the (technical) chairman. The signed minutes are included in the archive of the association in accordance with Article 58 of this HR.
3. When a GMM is suspended, it will resume within one month. New proxies may be submitted for the next part of the meeting. Issued proxies remain valid unless revoked or new proxies are submitted.
4. Before taking legally valid decisions on a GMM, the following must be present at the start:
  - a. If the association has 75 or more than 75 voting members: 15 voting members;
  - b. if the association has fewer than 75 voting members: one fifth of the total number of voting members. This number is rounded down.

5. Board members do not count towards these numbers. If the applicable quorum is not met, a new GMM must be issued within one month, on which only agenda items of the aforementioned GMM will be discussed. On this new GMM, the relevant proposals and / or agenda items can be decided, without HR changes, without the required quorum.

#### **Article 51. Access and right to speak**

1. Access to the GMM is open to members who are not suspended, the benefactors and those who have been invited to do so by the board and / or the GMM.
2. Right to speak has all those who have access to the GMM according to paragraph 1 of this article, unless otherwise specified in this HR.
3. No one has the floor except after receiving it from the chairwoman of the GMM.
4. The chairwoman of the GMM will ensure order during the GMM.

#### **Article 52. Right of initiative**

1. At least three voting members, except members of the board, are authorized to submit a proposal to the board.
2. The board is obliged to put this proposal on the agenda of the next GMM.
3. A proposal from the association will be placed on the agenda of the next GMM if this GMM has not yet been called up or if the proposal has been submitted at least fourteen days before the planned date.
4. When making decisions on multiple proposals, which relate to the same subject, the proposal that has the furthest effect will take precedence, at the discretion of the GMM chairperson.
5. A proposal must be voted on the GMM after it has been processed.

#### **Article 53. Motions**

1. A motion is a short and motivated statement on a subject in which an opinion, wish, request or assignment is expressed.
2. A motion, signed by at least five members with voting rights, must be submitted during a GMM to the chairman of the meeting.
3. A motion submitted must be dealt with at the GMM.
4. In principle, a motion has no consequences.

#### **Article 54. Power of attorney**

1. Power of attorney is the power that a proxy giver grants to another, the authorized representative, to perform legal acts under private law in its name.
2. Proxies are only valid for votes on agenda items that are announced to members prior to the session, unless the proxy explicitly states otherwise on the proxy.
3. The proxy must be submitted to the board before the vote begins.
4. A person with voting rights may have a maximum of two proxies.

#### **Article 55. Voting within a GMM**

1. Entitled to vote in the GMM are non-suspended members who appear in person and non-suspended members who have issued a proxy.

2. Voting options are the following: a. For; b. against; c. blank: an explicitly submitted vote, with no preference given; d. abstention: abstention indicates that the person with voting rights does not consider the subject to be ready for voting.
3. If more than 30% of the votes cast are abstained, the vote will be invalid. A new vote can be taken after a new discussion. If again more than 30% of the votes cast are abstained, the subject of the vote must be postponed to the next GMM.
4. Blank votes do not indicate a preference and are not added to the majority of the votes for "for" and "against".
5. All decisions are taken by an absolute majority of votes. This means that of all votes cast minus abstentions and blank votes, 50% plus one (1) vote must be "for", unless otherwise provided in this HR or the Articles of Association.
6. In votes within the GMM, the votes cast by the board may not exceed half minus one vote of the quorum.
7. The chairwoman announces the result of the votes. If the meeting disputes the correctness after pronouncing this result, a new vote is taken.
8. If the number of votes for and against is equal, the votes are tied. In the event of a tie vote on matters, the proposal is rejected. If the votes are tied in the election of persons, fate will decide. If in an election between more than two persons no absolute majority is obtained, a second vote will be held between the two persons who received the largest number of votes, if necessary, after an intermediate vote.
9. The following applies to the method of voting: a. Voting on persons is by definition in writing, in other matters the chairman decides on the method of voting, unless one of those present with voting rights demands a written vote; b. Oral voting takes place by show of hands or by calling names. Only one of the options mentioned in paragraph 2 of this article is mentioned in the vote; c. if a vote is taken in writing, all votes are opened one by one and shown to the GMM.
10. A written vote is invalid if: a. It contains more information than requested; b. it is not clear what is meant; c. the ballot is not closed.

## **Chapter 9: Other provisions**

### **Article 56. The W.S.P.V. Allegra Logo**

There is a W.S.P.V. Allegra Logo. This logo can only be changed with the permission of the GMM and is used with the permission of the board on all official occasions where the association presents itself.

### **Article 57. Mourning**

The board decides with regard to proclaiming mourning and acting during mourning, it does this: a. Upon the death of a member of the association; b. upon the death of an honorary member of the association.

### **Article 58. Archive**

1. There is a W.S.P.V. Allegra archive.
2. The board is responsible for keeping the archive up to date.
3. The archive contains at least: a. All minutes of GMMs; b. all documents submitted to GMMs; c. all minutes of board meetings.
4. Minutes and documents of GMM are public.
5. The minutes of the board meetings are in principle not public. Inspection by interested parties can only take place after a board decision to that effect has been taken. The board is authorized to demand confidentiality.

### **Article 59. HR changes**

1. Changes to this HR can only be made by a decision of the GMM, which has been called upon with the announcement that changes to this HR will be proposed there.
2. A proposal to change this HR can come from either the board or three members with voting rights.
3. A decision to change this HR must be taken by a majority of at least two-thirds of the votes cast.

### **Article 60. Final provisions**

1. In all cases for which this HR does not provide, the board decides.
2. In the event of a difference of opinion regarding the interpretation of the provisions contained in this HR, the GMM will decide.
3. The GMM can grant exemption from any article of this HR at any time. A decision to this effect must be taken by a majority of at least two-thirds of the votes cast.

## DEFINITIONS

**Absolute majority** A simple majority, half plus one.

**Abstention Voting option.** The member indicated by voting abstention that he considered that the subject was not yet ready for voting, because not all positions had been sufficiently discussed or the discussion had not yet been fully conducted.

**Accept** Clearly accept.

**Activities of the association** Lessons, demonstrations and other activities to stimulate pole dancing and activities to promote the feeling of association, organized by the association.

**Activity committee** The committee that deals with demonstrations and organizes social/sportive activities for members of the association.

**Annual meeting** The GMM in which the implementation of the policy and the profit and loss account of the previous year are approved and evaluated.

**Appointment** Assignment of a specific position or title to a person.

**Appeal** Turning to a higher authority with the request to review a decision.

**Archive** Collection of documents and objects from the past and objects that one wishes or is obliged to keep.

**Articles of Association** Notarial deed of establishment of an association regarding the purpose, rights, duties and powers of the persons involved.

**Aspiring benefactor** Person who intends to become a benefactor in accordance with the rules of this HR.

**Aspiring member** Someone who is not a member of the association, but who intends to become a member in accordance with the rules of this HR.

**Association email** Digital message from the board containing news and other announcements concerning the association.

**Association teacher** An association trainer who is a member of the association.

**Association trainer** Members and non-members who teach on behalf of the association and who are appointed as such.

**Association year** Is equal to the financial year. At W.S.P.V. Allegra runs the financial year from August 1 to July 31.

**Audit committee** Independent GMM committee, charged with auditing the financial documents of the association.

**Authorization (financial)** Give the association written authority to collect a certain amount (such as contribution) from someone's bank account.

**Authorized person** Receiving a power of attorney.

**Authorizing officer** The person who grants the authorization.

**Balance** An overview of the assets, debts and equity of the association at any given time.

**Benefactor** Person who supports the association by paying a financial contribution.

**Blank Voting Option;** the blank vote is not for or against the proposal itself and is not added to the voting option with the most votes.

**Board committee** Can be appointed by the board to perform a specific task of the board.

**Board decision** A decision taken by the board in accordance with the law, the articles of association and the HR.

**Books and records** Administration.

**Budget** Determined amount reserved for spending on activities, services or purchasing goods, as well as the document itself containing an estimate of the expected income and expenditure.

**By operation of law.** Justification Justification and / or justification for certain activities or decisions.

**Candidate** (couples, board member) Making yourself available for a (board) position. Candidate for a (board) position.

**Cash and securities** All financial documents.

**Cash book** Book or document in which all receipts and expenditure of money are kept exactly by the treasurer.

**Chairwoman** Board member who is responsible for, among other things, directing the association.

**Charge** Appoint someone to a position.

**Collection** Collecting money by sending a collection order to the bank of the person concerned

**Commitment** Obligation to perform / meet a certain performance.

**Committee member** Person who has been charged as a member of a specific committee.

**Contribution** Amount to be paid to obtain membership for one year.

**Course** A series of one or more lessons that are given over a period of time.

**Decision** Decision to be made after consideration.

**Demonstration** Activity to promote pole dancing and the association for non-members.

**Deprivation** Deprivation of a right or function.

**Discharge** To dismiss a person from a position.

**Discount rate** Different tuition fees that may apply.

**Dismissal** Permanently relieve someone from their position.

**Dispensation** Exemption from a specific prescription.

**Dissolve** Dissolve (from a commission). This means that all duties, powers and other provisions concerning the committee will be canceled.

**Elected individually into office** Each board candidate is individually evaluated whether to be included in the board.

**Entitled to vote** The right to vote within the meeting. Persons who are allowed to vote are non-suspended members who appear in person and non-suspended members who have issued a proxy.

**External activities** Activities intended to promote the association and the pole dance sport towards non-members.

**Extraordinary services** Special activities that deviate to a great extent from normal activities that are normally performed in relation to the association.

**Final settlement** The final figures of the association at the end of the financial year.

**Financial documents** All documents from which something can be drawn up with regard to the financial statement of the association or a committee.

**Financial year** The year in which a financial report is pending. At W.S.P.V. Allegra is from August 1 to July 31.

**General resources** All assets (of the association).

**GMM** This term has a twofold meaning. On the one hand, this refers to the highest body within the association, consisting of a representation of all members, and on the other, its meeting.

**GMM committee** Commission that is set up by the GMM to perform a certain task within the association, which does not fall directly under the responsibilities of the board.

**Honorary member** Person to whom an honorary membership has been granted and who has accepted it.

**Initiative (right of)** At least three voting members, with the exception of members of the board, are authorized to submit a proposal to the board.

**Institution (of a committee)** Establishment (of a committee).

**Interim overview (financial)** An overview that provides insight into the figures of the association at a certain point during the financial year.

**Internal activities** Activities with the members of the association as primary target group.

**Internal Regulations** Regulations of an association in addition to the law and the articles of association regarding the purpose, rights, duties and powers of the persons involved.

**Law** The system of legal rules to which citizens must comply.

**Lesson** Teaching in pole dancing.

**Lesson (external)** Special lesson given by a special guest teacher. The rate may fall outside the contribution.

**Lesson (extraordinary)** A special lesson about making or training a demonstration.

**Lesson (regular)** Guided education in pole dancing or matters related to pole dancing.

**Liability** Responsibility for (possible) damage caused.

**Lustrum year** The year in which an anniversary of five years or a multiple thereof is celebrated.

**Member** Person who is part of the association.

**Minutes** Written report of what was discussed in a meeting.

**Motion** A short and motivated statement on a subject in which a judgment, wish, request or assignment is expressed.

**Non-association teacher** Association trainer who is not a member of the association.

**Objection** Contesting a decision.

**Other activities** All activities that are organized on behalf of the association, but are not lessons or demonstrations.

**Personnel interpretation** The interpretation of positions by persons.

**Policy** Setting goals, resources and a timeline in mutual connection.

**Positive result** Profit.

**Power of attorney** The power that a power of attorney grants to another, the authorized representative, to perform legal acts under private law in its name.

**Private law act** An act performed with the intention of establishing a specific legal effect in the mutual legal relationship between persons.

**Proposal** Concrete formulation of a plan or idea to achieve a goal, which is submitted for consideration.

**Prospective member of committee** Person who intends to participate in a committee but has not yet been recognized as a member of the committee in question.

**Quorum** The minimum number of members that must be present for a voting procedure to be considered valid.

**Rate** Pricing.

**Ratified decision** A decision taken outside of a board meeting which is recorded in the minutes at the next board meeting.

**Representation authority** The authority to act, act for and on behalf of the association.

**Right to speak** The right to speak within a GMM.

**Secretary** Board member who is mainly responsible for keeping the correspondence of the association.

**Sports center** de Bongerd is the sports center for students and employees of Wageningen UR.

**Statement** Written document in which something is communicated or explained.

**Statement of income and expenditure** The income statement. This is the profit and loss account; overview of costs and revenues over a past period.



**Suspension** Temporarily denying certain rights.

**Technical chairman (board)** Person, appointed by the chairman, to replace them for a short period in the position of chairman.

**Tied vote** If no absolute majority is obtained due to the absence of one or more votes, or an equal number of votes for and against is cast.

**Training season** Period, determined by the board, within which the regular lessons take place.

**Transfer GMM** The GMM in which (part of) the board changes.

**Treasurer** Board member who is mainly responsible for managing the funds of the association.

**Trial lesson** The first and / or second lesson that an aspiring member can attend without owing tuition and fees.

**Tuition Fee** Amount to be paid for taking one or more external lessons.

**Valid** In accordance with the law.

**Voting** The choices of persons entitled to vote in a voting procedure.

**Wageningen University Sports Foundation** SWU Thymos (SWU) acts as a representative and advocate for all sports students in Wageningen.

**Written** Written, the board can determine whether this should be on paper or digital.

**WUR card with sports rights** Requirement to participate in the sports program or to use the facilities.