

INTERNAL REGULATIONS OF S.S.V. DE BOOSTERS

January 28, 2025

Article 1: General

- a. Each member is expected to be familiar and comply with the provisions of the statutes and internal regulations, as well as all other lawfully established and properly communicated decisions.
- b. In cases not provided for in the statutes or internal regulations, the board will decide.
- c. The internal regulations are adopted by the general meeting of members by a majority vote.
- d. Amendments to the internal regulations can be proposed by both the board and members.
- e. The internal regulations are discussed by the board before a general meeting. The board then decides whether to present an amendment to the general meeting.
- f. The association must have at least one confidential contact person (CCP) which should be voted in during a General Meeting of Members.

Article 2: General Meeting of Members (GMM)

- a. The association must hold at least two general meetings (GMM's) per association year.
- b. At a general meeting, the following must be present:
 - i. At least two board members.
 - ii. More members (excluding the board and proxies) than the total number of board members.
 - iii. A minute-taker (preferably the association's secretary).
 - iv. A chairperson for the meeting (preferably the association's chairperson).
 - v. A gavel.
- c. Proxies:
 - i. Members may authorize other members to vote on their behalf at the GMM.
 - ii. A board member cannot be authorized by members.
 - iii. A board member may be authorized by other board members. This is an exception to Article 2.c.ii.
 - iv. Proxies must be submitted in writing to the board before the GMM.
 - v. A member may only be authorized to vote by up to two other members per GMM.
- d. The GMM must be announced three weeks in advance, and the documents must be sent to members at least one week prior to the meeting.
- e. Voting:
 - i. Proposals for voting must be sent to members at least one week prior to the GMM.
 - ii. If a voting situation arises during the GMM, a vote may be requested upon mutual agreement.
 - iii. A proposal is adopted if the total number of votes in favor exceeds the number of votes against.
 - iv. In the event of an equal amount of votes, the board has the deciding vote.

Article 3: Admission and Termination of Membership

- a. Members can be admitted by the board. A board member may decide on admission on behalf of the board. A board member cannot independently refuse admission if a candidate meets the membership requirements. This requires a decision from the entire board.
- b. Members must be a student enrolled in a post-secondary education program (MBO, HBO or University) in the Netherlands upon joining.
- c. Members must hold a sports subscription with the Radboud Sport & Culture (RSC).
- d. Members' names, phone numbers and email addresses are published in the members' section of the website. A member may remove this information at any time.
- e. Former Students:
 - i. An extension of membership constitutes an exception to Article 3.b. A condition for extension is holding a sports subscription with the Radboud Sport & Culture.
 - ii. A former student may remain a member for up to 4 academic years after the year of graduation.
 - iii. The board can decide to make an exception to Article 3.e) ii for members of high value (like a trainer). This exception gives a former student the right to remain a member for one extra academic year. The board may decide to give this exception to a member as many times as they see fit.

Article 4: Rights and Duties of Members

In addition to the rights and duties specified in the statutes, all members have the following rights and duties:

- a. Upon joining, members have the right to receive a copy of the statutes and internal regulations.
- b. Members may submit proposals, complaints, and requests to the board. The board is obligated to address or investigate these as soon as possible and inform the member of the outcome.
- c. Members must notify the secretary of any changes to their personal information.

Article 5: Honorary Members

- a. The title "Member of Merit" is equivalent to "Honorary Member."
- b. Only (former) members of the association can be appointed as honorary members.
- c. An honorary member can only be appointed by a majority vote at the GMM.
- d. Only the board may propose honorary membership to the GMM. Members may recommend other members to the board for honorary membership consideration.
- e. Once appointed, honorary members no longer need to be listed in the members' registry.
- f. Honorary members have lifelong membership and are exempt from recreational contributions and holding a Radboud Sport & Centre subscription. If they participate in competitions, they must pay the difference between recreational and competition contributions.

Article 6: The Board

- a. The board is appointed by the general meeting of members in accordance with the statutes and internal regulations and must act in compliance with these documents.
- b. Board responsibilities include but are not limited to:
 - i. General leadership in association matters.
 - ii. Implementation of decisions made by the GMM.
 - iii. Monitoring compliance with the statutes and internal regulations.
 - iv. Appointing, dismissing, and suspending persons working for the association.
 - v. Determining compensation for services provided by members.
- c. The board meets at least once per quarter. The board is entitled to invite third parties to these meetings. The board is authorized to make decisions if the majority (>50%) of board members are present. In the event of a tie vote on matters, the proposal is deemed rejected. If a tie vote occurs in elections involving individuals, a new vote will be held among the individuals who received the most votes, or if necessary, the second-highest number of votes. In the case of a revote, the highest number of votes determines the outcome. If the votes remain tied after the revote, the decision will be made by drawing lots.

Article 7: The Executive Board

- a. The executive board consists of the chair, secretary, and treasurer. It makes decisions that cannot wait until the next board meeting. These decisions are submitted to the full board for approval at the next meeting.
- b. Chairperson:
 - i. Oversees all association activities. Represents the association in official matters unless delegated to another board member.
- c. Secretary:
 - i. Manages correspondence on behalf of the association and maintains copies of all outgoing and incoming communications.
 - ii. Maintains the association's archive and oversees assets entrusted to them.
 - iii. Schedules general meetings and communicates any changes to the statutes or regulations.
 - iv. Keeps a record of all members, honorary members, donors, sponsors, and other affiliates.
 - v. Maintains a privacy statement for the association. The statement is made publicly available to all members via the website.
- d. Treasurer:
 - i. The treasurer manages the association's funds, ensures the collection of all funds owed to the association, and oversees all expenditures approved by the board and/or the GMM.
 - ii. Keeps detailed records of income and expenses.
 - iii. The treasurer handles correspondence related to their duties, signs all outgoing documents, is required to keep copies of these documents, and retains all incoming correspondence.
 - iv. The treasurer executes payments with the approval of the chairperson or secretary.

- v. The treasurer reports on the financial status during the general assembly, presenting the balance sheet and the statement of income and expenditures, along with an explanation for the past fiscal year and the budget for the current fiscal year.
- vi. Membership fees for members who are active throughout the year must be collected by the end of November at the latest. Membership fees for half-year members must be collected within three months of their registration.
- vii. Financial semi-annual and annual overviews must be reviewed through an audit by the financial committee before being sent to the members.

Article 8: Committees

- a. The board can appoint and dissolve committees, except those that require appointment/dissolution by the GMM as per the statutes.
- b. Committee members of the committees appointed by the board are appointed and/or dismissed by the board, either upon the recommendation of the respective committee or otherwise. These committees fall under the responsibility of the board. The membership of a committee lasts until the end of the association's fiscal year or until a task is completed or revoked.
- c. Committees cannot independently appoint or dismiss members.
- d. Committees must report progress to the board upon request.
- e. Committees meet as often as deemed necessary by their members.
- f. At least one committee member from Activity committee, Tournament committee, Technical committee and Treasury committee is expected to be present at the GMMs.

Article 9: Sponsorship

- a. Sponsorship agreements, advertisements, and donations must be documented in writing by the secretary, with a copy provided to the treasurer. Agreements must specify the parties involved, duration, and any reciprocal obligations.
- b. Sponsorship agreements require the entire board's approval.

Article 10: Penalties

- a. The board is authorized to impose a fine or suspension on members for non-payment or misconduct, both within and outside the association.
- b. Fines and/or suspensions imposed by the board, as outlined in section 10.a, can be revoked by the general assembly with a majority vote. The appeal must be submitted in writing via registered mail to the secretary, after which it will be addressed at the next general assembly.
- c. The suspension will be communicated in writing by the board to the suspended member, stating the reasons and duration of the suspension.
- d. Expulsion for misconduct is decided by the general meeting upon the board's recommendation or that of ten voting members.
- e. Expulsion for non-payment is decided by the board.
- f. Expelled members lose all membership rights, but are still obligated to meet any financial commitments up to the time of expulsion that have not yet been met.

Article 11: Compensation

- a. The board may propose a potential compensation within the association each fiscal year. The proposal for compensation must be ratified by the general assembly with a majority of votes cast. A ratified compensation proposal by the general assembly is valid indefinitely. In all cases of compensation requests not covered by the ratified compensation regulations, the board will make the final decision.

Article 12: Competitions

- a. The association covers registration fees for teams competing on its behalf.
- b. Each team must have the minimum number of members required by competition rules.
- c. All team members must be dues-paying members.
- d. Recreational members may join a competition team for specific matches if the minimum number of players is not met. This cannot happen on a regular basis.
- e. Team approval is subject to board approval, which can dissolve or disallow a team if necessary.