

## **Study association Digi Juridica membership regulations**

### **Article 1. General provisions**

1. The provisions contained in these regulations apply to all members and to the extent applicable to beneficiaries and honorary members of the association. In addition, these provisions apply to anyone who uses the facilities that the association offers.
2. The provisions in these regulations have their origin in the articles of association. Where these (apparently) conflict with the latter, the relevant provision in these internal regulations must be revised and the provision from the articles of association applies.
3. In those cases, in which the regulations, neither the articles of association nor the law provide, the day-to-day management decides.

### **Article 2. Members, beneficiaries and honorary members**

1. In accordance with the articles of association, the following persons may be admitted as members:
  - a) Students at the VU University Amsterdam who are working on their Master's degree in Law, specialization Internet, intellectual property and IT and the specialization ITL;
  - b) Students at the VU University Amsterdam and other universities in the Netherlands and abroad, who follow courses in internet, intellectual property and IT curriculum and the ITL specialization;
  - c) Alumni of the aforementioned master's degree.
2. Persons who do not meet the requirements mentioned in 2.1 but are important for the existence and development of the association can be admitted as a member after a decision of the general meeting to that effect.
3. Members are required to pay a contribution of € 10 for the two-year membership. At the end of this period a member automatically becomes alumni. There are no further costs involved.
4. In special cases, the board is authorized to grant full or partial exemption from the obligation to pay a contribution.

### **Article 3. General Assembly**

1. Have access to the General Assembly:
  - a) Members who are not suspended;

- b) Suspended members or board members in the case in the General Meeting of members a sanction concerning them is discussed;
  - c) Honorary members;
  - d) Persons other than those referred to under a, b and c after approval by the
  - e) General Assembly.
2. Persons entitled to vote during the General Meeting are referred to in paragraph 1 under a and the persons referred to.
  3. When convening a General Members' Meeting, the board sends in writing at least the agenda, the minutes of the previous General Members' Meeting, any proposals to amend the Rules of Procedure or the Articles of Association and all other documents that are important for the correct information for the General Members' Meeting. Meeting of members to the members.

### **Article 4. Voting**

1. Insofar as the Articles of Association or the law do not provide otherwise, all decisions are taken by an absolute majority of votes cast.
2. Each member is authorized to have his vote cast by another member authorized in writing for this. However, no one can act as a proxy for more than one other member. Authorized members must make themselves known to the secretary and submit their proxy when signing up on the sign-up list.
3. Voting on persons will in principle take place in writing, unless the person concerned and the General Meeting of Members unanimously have no objection to an oral vote. Voting on matters or other proposals is oral.
4. The adoption of proposals for acclamation is possible provided that the proposal is made by the chairman with the approval of the General Assembly.
5. After the chairman has clearly formulated the proposal, the person entitled to vote can vote in favor or against, or vote blank, or abstain from voting. Blank votes are not for or against, but do count for the quorum. Those who abstain from voting are considered not to have been present during the vote and do not contribute to the quorum.
6. The secretary counts the votes, unless the General Assembly decides to compile a counting committee from its midst.
7. In the event of a tie, the proposal must be reconsidered if necessary and once again cast. If after a vote there is again a tie vote, the proposal is rejected.

## **Article 5. The Board**

### *Chairman*

1. The chairman monitors and presides over the order of the General Assembly and the board meetings.
2. The chairman has the right to suspend the General Assembly and the board meeting for a fixed or indefinite period.
3. The chairman has the right to ask at the start of the discussion of an item which members demand the floor; he can later refuse the floor to members who do not sign up.
4. If a member goes out of order, the chairperson can take the floor after prior warning.

### *The Secretary*

1. The secretary is responsible for proper minutes of the General Assembly and the board meetings.
2. The secretary keeps accurate records of the membership. He also keeps a close eye on the alumni register and alumni contacts.
3. The secretary is responsible for all activities associated with the secretariat, in particular for correspondence and keeping records thereof, insofar as this does not conflict with the activities of the other board members.

### *The treasurer*

1. Under the responsibility of the treasurer, the funds of the association are managed in consultation with the board.
2. Payments for which no decision has been taken require written permission from the board.
3. The treasurer, if applicable, regularly consults with the treasurer of the committees about the funds available for the commission and the intended purpose.
4. The treasurer gives financial account to the audit committee in accordance with article 18.

### *Others*

1. The chairman, or in his absence the secretary, leads the meeting.
2. If the secretary is also absent, the meeting shall appoint the chairman.
3. The board meets, with the exception of academic vacations, once per calendar month and further as often as it deems necessary.
4. Prior to the board meeting, the chairman sends the agenda to the board. Exceeding this period means immediately imposing an alcoholic sanction on the chairman or his deputy.

5. Within sixty hours of a board meeting, the secretary must send the minutes of the meeting to the other board members. Exceeding this term means immediately imposing an alcoholic sanction on the secretary or his substitute.
6. The board meetings start and take place in the presence of at least three board members.
7. The board convenes an ordinary General Assembly three times a year. In principle, this concerns the annual meeting in June, the budget presentation in October and the half-yearly accountability in February, which always concerns the first Thursday. If appropriate, the board may deviate from the date with reasons. Notice is given in accordance with the Articles of Association and the Rules of Procedure.
8. The board ensures a good relationship with the Law & ICT section at the Faculty.

## **Article 6. Commissions**

Committees can be set up by the board to promote the implementation of the statutory goals of the association. The board is responsible for informing members about this institution as soon as possible. Committees, with the exception of the committee referred to in Article 18, consist at least of a chairman and a secretary. Committee meetings are in principle attended by at least one board member. Committees meet as often as the committee or chairman of the committee deems necessary.

### *Audit Committee*

1. In accordance with the Articles of Association, the General Assembly meets for the duration of an association year composed of a committee consisting of at least two members, one of whom is preferably a discharged treasurer of the board.
2. The committee checks the books and documents of the association two weeks before the start of, but at least twice per year of association, every General Meeting of Members in which financial accountability takes place. The committee can also advise on and prepare the budget.
3. The treasurer gives the committee access to all financial documents and documents that it needs for the cash audit.
4. The committee reports its findings in writing to the board and the General Assembly.
5. Approval of the bill and accountability by the General Assembly can only take place after

the committee has met its obligation from paragraph 4.

6. Approval of the account and accountability by the General Members' Meeting serves to discharge the board, to the extent that this is apparent from the documents submitted.

*Thus, prepared by the board 2017-2018 of Study Association Digi Juridica.*