

Exempel constitution Student Association Malmö

§ 1 Name and organisation

The name of the association is XXXX. The association has a student association status under the Student Union of Malmö. The association is located in Malmö. The association consists of members, Board, nominating committee and auditor(s).

§ 2 The association's purpose and activities

The association is not politically or religiously affiliated. The association is rooted in the following values: The goal of the association is to *spread knowledge about the fine art of cupcakes and organize theme events where students get to experience the pleasures of pasteries.*

§ 3 Membership

Membership in the association can be granted to all members of the Student Union of Malmö. The membership fee is decided on the annual meeting, in accordance with § 5.

§ 4 Operational and Fiscal year

The operational and fiscal year are between 1st July and 30th June.

§ 5 Annual meeting

The annual meeting is the highest decision organ of the association. The ordinary annual meeting is held once an year in the beginning of the autumn semester, at the latest 15 October. The Board shall call all members to the annual meeting at least two weeks before the meeting will be held. The call shall include information about where to send motions to the meeting. Motions need to be sent at least one week before the annual meeting. Documents for the annual meeting shall be send to all members at least five days before the meeting. All members of the association have voting rights at the annual meeting.

The following points shall be brought up at the annual meeting:

- Election of the meeting president, secretary and attestors, also functioning as vote counters.
- Due announcement of the meeting
- Setting the electoral roll
- Setting the agenda
- Presentation of the operational report
- Presentation of the economical audit and financial statements
- Presentation of operational auditor's report
- Granting freedom of responsibility for the Board
- Propositions and motions
- Setting of the operational for the upcoming year
- Setting of membership fee
- Setting of the financial plan for the upcoming year
- Other issues

§ 6 Extra annual meeting

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The Board may call for an extra annual meeting. The Board shall call to an extra annual meeting if at least one fourth of the members request so. Call for the extra annual meeting shall be sent out at least two weeks before the meeting is held. The call shall contain information about where to send motions for the meeting. The motions shall be sent in at the latest one week before the meeting. The documents shall be sent out to all members at least five days before the meeting. The extra annual meeting can decide upon all issues that the ordinary annual meeting can decide upon, except issues that the constitution states can only be treated at an ordinary annual meeting. Extra annual meetings can also decide upon votes of no confidence against a person holding a position within the association.

§ 7 Electoral meeting

The electoral meeting is held once per operational year, before the end of May. Extra electoral meetings may be called by the Board to fill vacant positions. The call shall be sent out to all members at least two weeks before the meeting. The nomination committee will prepare suggestions for all positions that will be elected on the electoral meeting, in accordance with paragraph § 10. Only members of the association may be elected to positions within the association, with the exception of auditors and nomination committee.

The following points shall be brought up at ordinary electoral meetings:

- Election of the meeting president, secretary and attesters, also functioning as vote counters.
- Due announcement of the meeting
- Setting the electoral roll
- Setting the agenda
- Election of Board positions, in accordance with § 9 The Board
- Election of auditor(s)
- Election of other positions

§ 8 Members' meetings

The Board may call for members' meetings. Call to members' meetings shall be sent out at least one week before the meeting. All members of the association have voting rights at members' meetings.

§ 9 The Board

The association's Board is the highest decision making organ in between annual meetings. The Board consists of president, treasurer, secretary and other members. The Board has the right to appoint other areas of responsibility within themselves. The Board shall grant signatory rights to at least two Board members. The Board is responsible for the association's operations and activities, and are responsible for the association's possessions and finances.

§ 10 Nomination committee

The Board shall appoint a nomination committee consisted of at least two people. The nomination committee shall consist of at least one external person and

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maximum two people from the Board. The nomination committee is responsible for preparing suggestions for all positions that will be elected on the electoral meeting(s).

§ 11 Audit

The association shall on the electoral meeting elect auditor(s). An auditor can not hold other positions within the association. The auditor is responsible to review the Board's operations and write an audit report containing a suggestion whether to grant the Board freedom of responsibility or not. The audit report shall be presented to the members of the association on the ordinary annual meeting, and be sent to the board of the Student Union of Malmö.

§ 12 Revising the constitution

This constitution can only be revised on an ordinary annual meeting, with at least two thirds of the votes in favour. The Board is responsible for sending updated versions of the constitution to the board of the Student Union of Malmö.

§ 13 Dissolving the association

The association is dissolved when two consequent ordinary annual meetings decide so with at least two thirds of the votes in favour. Any possessions the association may have shall be handed over to the Student Union of Malmö.