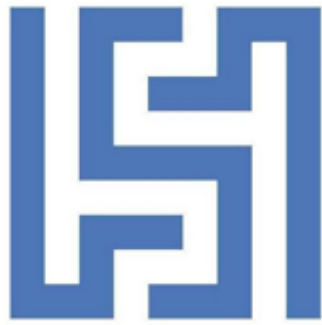


Association



Aalborg  
Universitets  
Studerterhus

Gammel Torv 10 | 9000 Aalborg

- BYLAWS -

Last edited: May 5<sup>th</sup> 2024

## **BYLAWS FOR AALBORG UNIVERSITETS STUDENTERHUS**

### **§ 1. Name and Registered Office**

#### Section 1

The name of the association is "Aalborg Universitets Studenterhus" (en: Aalborg University's Student House) commonly referred to as "Studenterhuset." The association was founded by "Studentersamfundet" (en: the Student Society at Aalborg University (AAU)) on November 24, 1992. The registered premise is Gammel Torv 10, 9000 Aalborg. The association has limited liability.

#### Section 2

Studenterhuset is an association that operates in accordance with the legal provisions regarding associations, within the framework of the objectives stated in § 2.

### **§ 2. Purpose**

#### Section 1

Studenterhuset provides a framework for social and cultural activities that strengthen and develop Aalborg's student- and educational environment.

To fulfill this purpose, Studenterhuset may operate a café, a study hall, organize lectures, workshops, lend out facilities, etc.

#### Section 2

Studenterhuset aims to promote, present, profile, and develop the rhythmic music scene locally, regionally, nationally, and internationally.

The program policy focuses on artistic quality and musical innovation, presenting a diverse range of local, national, and international artists and bands.

There is a special focus on fostering musical talent and emerging artists across all rhythmic genres at the local, regional, and national levels.

To achieve this purpose, Studenterhuset may operate a music venue at its premises and present rhythmic music at external locations locally, regionally, nationally, and internationally.

#### Section 3

Studenterhuset's events are open to the public, and everyone is welcome.

### **§ 3. Membership and Volunteers**

#### Section 1

Membership of Studenterhuset can be obtained by registering as a volunteer.

#### Section 2

To register as a volunteer, one must be enrolled at Aalborg University or another higher education institution in Aalborg. In special cases, non-students may be granted an exemption, which is decided by the daily management.

#### Section 3

A volunteer has voting rights at Studenterhuset's general assembly and common meetings once they meet the activity requirements set by Studenterhuset's board (see Appendix 1: Activity Requirements).

#### Section 4

Volunteers may be excluded if they act against Studenterhuset's purpose and regulations or otherwise violate their relationship with Studenterhuset. The decision is made by Studenterhuset's daily management. The excluded member may appeal the decision to Studenterhuset's board.

### § 5. General Assembly

#### Section 1

The general assembly is the highest authority of the association within the limits set by legislation.

#### Section 2

The ordinary general assembly is held annually in March/April. The agenda is prepared by Studenterhuset's board, and notice of the meeting must be posted at Studenterhuset and sent via e-mail to volunteers at least one month in advance.

#### Section 3

The agenda for the ordinary general assembly must include at least:

- Opening and formalities, including election of a moderator and minute taker
- Studenterhuset's annual report
- Annual accounts
- Proposals for amendments to the bylaws
- Other proposals
- Questions to chairperson candidates
- Election of the chairperson
- Questions to board candidates
- Election of board members
- Any other business

#### Section 4

All volunteers have the right to attend and speak at the general assembly.

#### Section 5

Only volunteers who meet the board's activity requirements (as per § 3, section 3) have voting rights.

#### Section 6

Proposals must be received by the chairman of the board no later than 8 days before the general assembly in order to be considered.

#### Section 7

The following election and voting procedures apply to the general assembly:

#### **Chairperson Election:**

The general assembly selects the chairperson for Studenterhuset's board.

If none of the candidates achieves a simple majority, a second round of voting will take place, where votes are cast between the two candidates with the most votes in the first round. If the general assembly is unable to elect a chairman or no candidate is found, the outgoing board will call for an extraordinary general assembly in accordance with the applicable rules.

If there is only one candidate for the chairman position, a vote will be held to vote for or against the candidate. If the candidate receives 50% or more of the votes, they are elected.

**Board Election:**

Elections for individuals are conducted in writing and secretly. In the event of a tie, a re-election will be held between the affected candidates. If the tie persists, a draw will be made.

At the ordinary general assembly, the voluntary positions on Studenterhuset's board are up for election. Each voting member can vote for up to 3 people, in no particular order. The three candidates who receive the most votes are elected.

**Competitive Elections:**

In the case of contested elections for Studenterhuset's board and for the chairman position, the election is decided by a simple majority vote.

If there is no contest for the board positions, individual confidence votes will be held, where members vote for or against each candidate. A candidate must receive 50% or more of the votes to be elected.

**Other polls:**

In the case of a poll, a simple majority is required.

If there is a tie, the vote will be repeated, and if there is still a tie, the proposal will be rejected.

**§ 6. Extraordinary General Assembly****Section 1**

An extraordinary general assembly may be requested by the common meeting, the board, or if 25 members requests it in writing. Notice of an extraordinary general assembly must be given with an indication of the decision topic. The extraordinary general assembly is convened by the Board of Studenterhuset with at least 14 days' notice and is held no later than 3 weeks after the request.

**§ 7. The Board****Section 1**

The board has the overall artistic, financial, and administrative responsibility for the association's activities. The board establishes the main guidelines for Studenterhuset's operations and ensures that the operations align with the association's purpose and the agreements made by the association.

The board consists of 8 members, who are elected as follows:

- Chairperson + three members elected at the general assembly
- One member appointed by Aalborg University's rectorate
- One member appointed by University College Nordjylland's rectorate

These six members supplement the board with an additional two persons. In this process, an effort is made to ensure that the board collectively represents the managerial, financial, marketing, musical, and cultural competencies deemed appropriate for the operation of the association

**Section 2**

The members elected at the general assembly are elected for one year at a time. The board members appointed by the rectorates are appointed for four years at a time. The members appointed by the board are appointed for two years at a time. Reappointment may occur.

If one of the board members elected by the general assembly resigns, Studenterhuset's common meeting elects a new member.

If one of the board members appointed by the rectorates resigns, the rectorate appoints a new member.

If one of the board members appointed by the board itself resigns, the board appoints a new member.

#### Section 3

The board sets its own rules of procedure and must hold at least six board meetings per year.

#### Section 4

Stunderhuset's board is quorate when 5 members are present.

#### Section 5

A decision protocol is kept for all meetings, and the protocol is subsequently approved by the board. The decision protocol must be made available to Stunderhuset's volunteers.

#### Section 6

The chairperson and a board member jointly have the right to sign on behalf of the association. The association alone is liable for any obligations it assumes. The board may grant power of attorney and banking authorization to individual persons.

#### Section 7

Stunderhuset's board is responsible for the hiring and dismissal of the daily management of Stunderhuset (business manager, artistic director, and bar manager). The daily management of Stunderhuset hires and dismisses other staff.

#### Section 8

Board membership is unpaid, and no member may serve more than eight years.

#### Section 9

Board meetings are open to volunteers unless personnel matters are discussed.

### **§ 8. The common meeting**

#### Section 1

The common meeting is Stunderhuset's coordinating body and serves as a voice for the volunteers. Its purpose is to be visionary and debate-oriented, thereby ensuring substantive and practical feedback to the board and daily management.

#### Section 2

The common meeting is convened by the board, and a minimum of two common meetings are held per season. Notice of the common meeting must be given at least 14 days before the meeting, with the agenda included. Proposals for changes to the agenda or additions to it must be submitted no later than when the agenda is approved at the common meeting.

#### Section 3

At the common meeting, all volunteers and staff have the right to attend and speak. Voting rights are only granted to the volunteers who meet the activity requirements set by the board, according to Section 3, Subsection 3 of the bylaws.

#### Section 4

If a board member elected by the general assembly resigns from the board before the end of their term, the common meeting will elect a new member to hold the position until the next ordinary general assembly.

#### Section 5

The common meeting may establish committees and subcommittees to address specific tasks.

#### Section 6

The board presents the proposed budget for the upcoming year at a common meeting before sending it to other relevant partners.

#### Section 7

Common meetings are held within Studenterhuset's opening period.

#### Section 8

The board presents itself and its action plan at the first common meeting following the ordinary general assembly.

#### Section 9

The current bylaws, meeting minutes/protocols, budget, and action plan must always be available to the common meeting through the relevant communication system. Common meeting minutes must be available within 14 days after the meeting, and board meeting minutes must be available within 14 days after approval.

### **§ 9. Budget, Accounts, and Audit**

#### Section 1

Studenterhuset's financial year follows the calendar year.

#### Section 2

The necessary funds to run Studenterhuset come from profits made through its activities, rental income, public grants, and contributions from public funds, organizations, and companies.

#### Section 3

Studenterhuset's board selects a registered/state-authorized auditing firm to review its accounts.

#### Section 4

The annual accounts are prepared in accordance with the Operating Grants Act (da: driftstilskudsloven) and Executive Order No. 1701 of December 21, 2010, on financial and administrative matters for recipients of operating grants from the Ministry of Culture (da: Kulturministeriet). They are signed by Studenterhuset's board and approved by its general assembly.

#### Section 5

The board is responsible for submitting the budget and accounts for approval to public grant providers in accordance with applicable requirements and deadlines.

#### Section 6

Aalborg Municipality must approve major decisions affecting future operations, such as transactions involving real estate, taking out loans, loan conversions, or leasing contracts.

### **§ 10. Amendments of bylaws and Dissolution**

#### Section 1

Studenterhuset's general assembly can amend these bylaws if 2/3 of the voting members present vote in favor. The changes take effect immediately after the general assembly concludes.

#### Section 2

Studenterhuset's general assembly can dissolve Studenterhuset through two consecutive general assemblies if 2/3 of the voting members present vote in favor. Any remaining funds may only be

used for purposes that align with the association's objectives and must be approved by the supervising authority (Aalborg Municipality).

### Section 3

Proposals for amendments to the bylaws or for dissolution must be received by Studenterhuset's board no later than 14 days before the general assembly. They must be available for collection at Studenterhuset's office no later than 8 days before the general assembly.

Thus adopted by the general assembly of "Aalborg Universitets Studenterhus" on May 5, 2024.