

# Cphbusiness Students Articles of Organisation (Statutes)

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## § 1. Name and Address

Organisation name: Cphbusiness Students

Organisation post address:

Cphbusiness Students  
Landemærket 11, 5<sup>th</sup> floor  
DK-1119 København K

## § 2. Purpose

The student organisation's purpose is to increase the study pleasure and well-being of all students at Cphbusiness, through student political, social and academic activities.

The organisation is non-political.

## § 3. Membership

- a) Members of the organisation are students at Cphbusiness.
- b) Membership is free and students are not obligated, in any way, to make contributions towards the organisation.

## § 4. Annual general meeting (AGM)

**Subsection 1.** The AGM is the highest authority. The AGM has a quorum, if voting members are present. They cannot vote by proxy at the meeting.

Unless otherwise provided in these regulations, simple majority makes all decisions. In the event of a tie, the proposal will lapse.

In the event of a tie between candidates lots are drawn.

**Subsection 2.** The AGM is held in the fall semester, but no later than 1.12.

**Subsection 3.** Every student at Cphbusiness has the right to speak, stand as a candidate and vote at the AGM.

Candidates for positions on the board must be handed in to the chairman of the board no later than 7 days before the AGM. The candidates are announced to the students at Cphbusiness no later than 3 days before the meeting.

The moderator, the board members, the staff at Cphbusiness and invited guests have the right to speak at the AGM.

**Subsection 4.** The convening notice shall be published no later than 14 days before the AGM. The notice must be made so that it is possible for all students at Cphbusiness to become familiar with the notification.

**Subsection 5.** When the notice of the AGM is sent, the provisional agenda must follow.

**Subsection 6.** The agenda must include at least the following points:

1. Election of moderator
2. Election of referent
3. The boards' report
4. Financial reporting, including auditors' observations of the accounts and approval of financial statements
5. Budget
6. Topics
7. Election of board members and alternates (1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> alternate).
8. Election/appointment of auditor(s). If a state authorised accounting firm is not chosen as auditor of the organisation two auditors shall be elected.
9. Optional

**Subsection 7.** Proposals

All students at Cphbusiness may request points to be added to the agenda. These points must be sent to the board no later than 7 days before the AGM, so that they can be announced to the students at Cphbusiness no later than 3 days before the AGM.

**Subsection 8.** Extraordinary general meeting

Extraordinary general meeting can be held at the request of 1/3 of the board or 20 students at Cphbusiness, and shall be convened no later than 7 days before the assembly.

Agenda for the extraordinary general meeting shall include at least the following points:

1. Election of moderator
2. Election of referent
3. Discussions of sent proposals
4. Optional

## § 5. Board of directors

The board consists of 5 ordinary members elected at the AGM, 3 alternates elected at the AGM as well as 2 employees appointed by the president of Cphbusiness.

The ordinary members and the alternates must be students at Cphbusiness, and should be elected among the volunteers in the student organisation. The election should be based on experience within the student organisation and relevant skills. If possible, the alternates should be 1<sup>st</sup> or 2<sup>nd</sup> semester students. The alternates have the right to vote if an ordinary member is absent.

The two employee representatives are appointed for a period of 2 years in odd years. The employee representatives have the right to speak, but do not have voting rights at the board meetings.

The board sits during the period 01.01 to 31.12 after the AGM, at which it is elected. The board members can be re-elected.

The board works with the strategy and the daily tasks of the organisation and meets 4 times a year unless the board deems it necessary to meet more frequently.

The board is competent when at least 4 board members attend the board meetings. In case of less than 4 board members attending, absent board members may give their vote on topics in writing in advance of the meeting.

The board must determine its own rules of procedure and constitutes itself with a chairman, a vice chairman, a treasurer and a secretary.

The chairman must be elected from among the students.

Where votes are tied the board's chairman has the casting vote.

The chairman of the board of directors represents in his or her daily work the organisation and can speak on behalf of Cphbusiness' students.

All volunteering students in the student organisation can participate in the board meetings.

In the event of elected board members' resignation from the board during the election period, the board may occupy vacant positions in the board, if necessary.

## § 6. Governing bodies of the organisation including committees etc.

**Subsection 1.** The governing bodies are responsible for recruitment to the tasks.

**Subsection 2.** The organisation allows for committees to be established at all Cphbusiness departments, that have the purpose of creating activities for all students at Cphbusiness.

This can be in the form of a network or activity committees - the form is determined by the organisation's board of directors.

It is required that the above activities act in accordance with subsection 2. Purpose. The organisation provides support and secretarial aid to these activities in order to make them function properly.

## § 7. Subscription right

The chairman of the board, the vice chairman and the treasurer signs the organisation and can act individually.

Power of procuration can be granted.

## § 8. Economy

**Subsection 1.** The financial year runs from 01.07 to 30.06

**Subsection 2.** The accounts shall be conducted by the treasurer, who regularly prepare financial reports and drafts budget proposals of both activities and related transactions. The preparations are conducted together with the chairman and vice chairman. At each board meeting, the treasurer prepares the student organisation's current finances for presentation.

**Subsection 3.** A registered or certified public accountant audits the accounts.

**Subsection 4.** Accountant and treasurer sign the accounts, before it is presented for discussion on the annual general meeting (AGM).

The chairman, the vice chairman and the treasurer establishes and manages the organisation's account.

It should not be strived towards establishing a fortune, unless the fortune is established to achieve a specific purpose.

**Subsection 5.** The organisation is only liable for its obligations with the organisation at any time belonging fortune. The members of the organisation

or the board of directors have no personal liability.

## § 9. Dissolution

**Subsection 1.** Termination of the organisation must be decided at an extraordinary meeting called for that purpose only. For the termination to happen, at least 3/4 of the attendees have to vote for the termination of the organisation.

**Subsection 2.** In the event of the organisation's termination, any excess funds are to be transferred to Cphbusiness or another student social activity that acts according to the organisation's purposes, see statutes. The attendees at the extraordinary general meeting shall decide upon this matter.

## § 10. Changes to the statutes

**Subsection 1.** All amendments to the articles of organisation shall be done at the AGM by at least 2/3 of the attendees' votes.

**Subsection 2.** Any proposals to amendment for these articles must be announced at least 7 days before the AGM.

## § 11. Entry into force

These regulations shall enter into force after the organisation's first AGM.

*Thus adopted at the general meeting 29 November 2017.*