

Lahti Entrepreneurship Society ry  
Association registration

## **I GENERAL**

### **1 § Name and domicile of the association**

The name of the association is Lahti Entrepreneurship Society ry, the informal abbreviation LahtiES can be used for the name, its registered office is in Lahti and its official language is Finnish.

### **2 § Purpose and quality of operation**

The purpose of the association is to act as a unifier and support network for entrepreneurs, entrepreneurial members, and students, to promote an entrepreneurial culture and to act as a cooperation body for its members. The association acts as a starting point, a meeting place, and a creator of contacts.

To fulfil its purpose, the association organizes meetings, training, events, evening parties, study tours, as well as discussion, information, and seminar events.

To support its activities, the association can accept donations and bequests and own movable and immovable property necessary for its activities. In addition, the association can carry out fundraisers, raffles, entertainment events and other similar events after obtaining an appropriate permit.

The operating languages of the association are Finnish and English.

## **II. MEMBERSHIP**

### **1§ Members**

Anyone who accepts the association's purpose and rules and meets the membership criteria can become a member of the association. The members of the association are approved by the Board.

The association can have full members, alumni members, supporting members and honorary members.

Students from LUT University and LAB University of Applied Sciences can be full members. Full members have the right to attend, speak and vote at the meetings of the association.

Alumni members can be anyone who has studied and graduated from LUT University or LAB University of Applied Sciences and who as a full member was in a position of responsibility

in the association. Alumni members have the right to attend and speak at the meetings of the association, but not the right to vote.

Anyone who wants to support the purpose and activities of the association can be accepted as a supporting member. A supporting member can be an individual, company, association, or other legal entity. Supporting members have the right to attend and speak at the meetings of the association, but not the right to vote.

The association may invite a person who has significantly contributed to the activities of the association as an honorary member. A person is invited to be an honorary member of the association when at least 2/3 of the attendees of the association's meeting support the invitation. Honorary members have the right to attend and speak at the meetings of the association, but not the right to vote.

## 2 § Resignation of a member

A member may resign from the membership of the association at any time by notifying the Board of the association or its chairman in writing or by announcing his resignation at a meeting of the association in the meeting minutes.

## 3 § Dismissal of a member

The Board may dismiss a member from the association at its meeting if the member has failed to fulfill the obligations to which he or she has committed by joining the association or has significantly harmed the association or its members or no longer fulfills the membership conditions specified in the rules. A full member is expelled from the association unless he or she presents special reasons to the Board of the association in favor of continuing the membership. The final decision on membership is made by the Board of the association.

## 4 § Changing membership

The membership of a full member is removed after the person graduates from higher education. According to the board's decision, the actual member is automatically transferred to an alumni member, if the criteria for alumni membership are met.

At the member's own request, the actual member can be changed to an alumni or support member, if the person meets the membership criteria.

## 5 § Subscription and membership fee

The amount of the subscription fee and the annual membership fee to be collected from full, alumni and supporting members is decided by the autumn meeting. Membership fees for full, alumni and supporting members may be different.

### **III. MEETINGS OF THE ASSOCIATION**

#### **1 § Right of initiative**

Full members of the association have the right of initiative association meetings. Initiatives must be submitted in writing to meetings of the association fourteen (14) days prior to the meeting and to Board meetings seven (7) days prior to the meeting.

#### **2 § Right to attend and speak at a meeting**

A meeting of the association may grant the right to attend and speak at a meeting of the association to a person who is not a member of the association.

#### **3 § Decision making**

The decision-making power of the association is exercised by the full members at the meeting of the association. One full vote for each full member.

The decision of the association shall be, unless otherwise provided in the rules, the opinion supported by more than half of the votes cast. Voting shall be by simple majority. In the event of a tie, the decision shall be determined by lottery.

Voting shall be by secret ballot if one of the voting participants in the meeting so requests. Personnel selections are always made by closed ballot.

#### **4 § Association meetings and invitation to meetings**

The association holds two regular meetings a year. The spring meeting of the association is held in March-May and the autumn meeting in October-December on a date determined by the Board.

The invitation to the meetings of the association shall be sent to the members for information at least seven (7) days before the meeting on the official notice board of the association. The invitation to the meeting shall state if the meeting deals with matters mentioned in section 23 of the associations act or comparable to them. A meeting has a quorum when it is convened in accordance with the rules of the association.

The meeting of the association may be attended in the invitation to the meeting, if so mentioned, also by means of a telecommunications connection or other technical aid during or before the meeting.

#### **5 § Spring meeting**

The tasks of the spring meeting are:

1) Opening the meeting;

- 2) Choosing the chairman, secretary, two examiners of minutes, and if necessary two vote counters;
- 3) State the legality and quorum of the meeting;
- 4) Approve the order of work;
- 5) Consider and approve the previous year's annual report;
- 6) Process the previous year's financial report;
- 7) Process the statement of the performance auditors;
- 8) Approve the financial statements for the previous financial year and decide on the discharge of the Board of directors and other responsible persons, and;
- 9) Deal with other matters mentioned in the notice convening the meeting.

## 6 § Autumn meeting

The tasks of the autumn meeting are:

- 1) Opening the meeting;
- 2) Choosing the chairman, secretary, two examiners of minutes, and if necessary two vote counters;
- 3) State the legality and quorum of the meeting;
- 4) Approve the order of work;
- 5) Discuss and approve the action plan and budget for the following year;
- 6) Decide the size of the board;
- 7) Elect the chairman;
- 8) Elect other members of the Board of the association;
- 9) Elect an auditor and deputy auditor for the next financial year;
- 10) Decide on the membership fee for the following year and the obligation to pay membership fees, and;
- 11) Deal with other matters mentioned in the notice convening the meeting.

## 7 § Extraordinary meeting

The Board may convene an extraordinary meeting of the association if necessary. An extraordinary meeting shall also be held when at least one tenth (1/10) of the members of the association so request in writing from the Board or when the meeting of the association so decides. In such a case, the meeting shall be held within fourteen (14) days of the request being submitted, without, however, counting the time between semesters.

## **IV. FINANCES**

### 1 § General

The accounting and term of office of the association is the calendar year.

The association's Board is responsible for the association's finances. Financial management is based on existing laws, regulations, good association practice, this financial guide, and the association and decisions of Board meetings. The financial statement does not invalidate or change the decisions of the association general assembly.

## 2 § Financial statement and the audit

The financial statements must be prepared and submitted to the auditors or operations auditors no later than a month before the Spring Meeting. The auditors or performance auditors must perform the audit and submit the auditor's report to the association's Board no later than fourteen (14) days before the association's spring meeting.

## 3 § Arrangements for financial management and agreements

The Board of the association decides on the association's banking relations and the way in which accounting and payment transactions are organized. The Board decides on the access rights to bank accounts. Only those who have the right to sign the association are allowed to enter into agreements on behalf of the association.

## 4 § Financial monitoring

The treasurer submits a report on the association's finances to the Board if necessary. The treasurer is responsible for monitoring and reporting account transactions at Board meetings and the preparation of the balance sheet and financial statements.

# **V. ADMINISTRATION**

## 1 § Decision-making power

The decision-making power of the association is exercised by the meeting of the association and the executive power is exercised by the Board elected by the organizational meeting.

## 2 § Writing the name of the association

The name of the association is written by the chairperson of the Board, vice chairperson, secretary, or treasurer, two together.

# **VI. THE BOARD OF DIRECTORS**

## 1 § Size and duties of the Board

The Board of the association consists of the chairman and a minimum of three (3) and a maximum of seven (7) other full members of the association. The term of office of the Board is a calendar year.

The tasks of the Board are:

- 1) manage the activities of the association;
- 2) to prepare matters to be raised at the meetings of the association and to implement the decisions made at the meetings;
- 3) prepare the annual activity and financial report and the financial statements;

- 4) draw up a budget and an action plan;
- 5) represents the association;
- 6) elect from among its members a secretary and a treasurer;
- 7) maintain a list of members of the association, and;
- 8) enjoy the confidence of the association meeting.

The duties of the chairman of the association are:

- 1) call the meetings of the board and lead the meeting discussions
- 2) supervise that the rules and purpose of the association are observed in the activities of the association;
- 3) supervise and direct the activities of other members of the Board of directors and committee members;
- 4) represent the association, and;
- 5) develop the activities of the association.

## 2 § Resignation of the Board

If the Board is relieved of its term of office or otherwise resigns, it shall elect an interim board in a meeting of the association for the remaining term. If a member of the Board is relieved of his or her term of office or resigns for any other reason, the meeting of the association may elect a new member to replace him or her.

## 3 § Dismissal of the Board

A meeting of the association may, in a no-confidence vote by a majority of at least two-thirds (2/3), release the term of office among the Board or its members by deciding that the Board or its member no longer enjoys the confidence of the association meeting. In this case, the matter must be mentioned in the invitation to the meeting.

New persons must be elected to replace the Board, its chairman or a member who has been dismissed at the same meeting of the association.

## 4 § Committees

The Board of the association may set up committees to assist the Board. The members of the committees are elected by the Board. The committee shall decide matters by a simple majority of votes. In the event of a tie, the decision shall be determined by lottery.

Members of the Board of the association who are not members of the committee have the right to speak and attend the meetings of the committees.

# **VII. SPECIAL PROVISIONS**

## 1 § Amendment of the rules

The decision to amend the rules shall be made at a meeting of the association by a majority of at least two-thirds (2/3) of the votes cast. Amendments to the rules must be approved at two (2) consecutive meetings of the association, of which only one may be an extraordinary meeting. The invitation to the meeting must mention any changes to the rules.

## 2§ Dissolution of the association

The decision to dissolve the association must be made at a meeting of the association by a majority of at least three-quarters (3/4) of the votes cast. The notice of the meeting must mention the dissolution of the association.

After the dissolution of the association, its property will be transferred for the common benefit of the students of the LUT University's Lahti campus in the manner decided in more detail at the last meeting of the association.

## 3 § Other

Other than as provided in these rules, the Association Law shall be complied with. These rules come into force when they are entered in the register of associations. This change in the rules does not infringe on already acquired membership rights.

## VIII. GUIDELINES

Guidelines in addition to these rules can give more detailed regulations on matters considered important for the operation of the association. The guidelines and the changes to them must be approved at a meeting of the association by at least two-thirds (2/3) majority of the votes. The guidelines enter into force as soon as they are approved at the association's meeting.