

EUROPE JAZZ NETWORK

Internal Regulations

Last amendments approved by EJN General Assembly (last GA update Lisbon, 2018)

Election, Board, Presidency

- The candidate for the President must be a candidate for the Board and elected into the Board at the GA or a previously elected Board member.
- The members of the election committee do have a voting right.
- The Election Committee and the EJN Staff should take responsibility for encouraging EJN Members to stand for available Board places. They should do their best to recruit at least one more candidate than the required number. (Approved by GA in Budapest 2015).
- No late nominations after the fixed deadline are accepted. (Approved by GA in Budapest 2015)
- The Board decided it is possible and legal to have an online vote regarding any matters outside the normal procedures of the General Assembly. (Approved by GA in Budapest 2015)
- No remuneration shall be made to those persons holding Board office for carrying out their tasks. However, some expenditures can be reimbursed against relevant documents to the members of the Board
- Board members who attend fewer than 75% of the Board meetings during one year (face-to-face Board meetings and Board meetings by videoconference) will lose their Board membership. (Approved by GA in Lisbon 2018).
- In the event of there being no candidates for the Presidency at a given election, or if no candidate is elected during the General Assembly, the Board will elect a pro-tempore President from amongst the Board members at their first meeting after the General Assembly, for a period of 1 year i.e until the next General Assembly. (Approved by GA in Lisbon 2018).

Members and Associates

- The *Members* listed in the Article 5 paragraph 5.1 of the *by-laws*, provided they have paid their *Association fees*, have the right to take part and to vote at the *Members' Assembly Meeting*.
- Each *Member* has the right to receive information about the association's activities.
- Each *Member* agrees to work towards the common interest of the *Association*, to endorse its activities and to share information.
- Each *Member* has to notify the *Board of Directors* in writing of any change of domicile, name of one's organization. Each organization has to notify the *Board of Directors* in writing of any change regarding the person who represents it.
- Quality criteria for the new members: it was decided to accept new members only with at least three years of activities. (Approved by GA in Trondheim 2013)

Membership Fees

- The initial and annual membership fees are established by the *Board of Directors*.
- Within and no later than 31st December of each year the *Board of Directors* shall notify the *Members*, either by letter or by electronic mail, the amount established to cover the membership fees for the coming year.
- The fee shall be paid within the month of March of the following year.
- The payments made are not subject to re-evaluation nor renewable, not even in the event of dissolution of the *Association*.
- Payment made belong to the *Association* even in the cases described in art. 7 of the *By-Laws*.
- Members who didn't pay for the previous year fee by the 30th June of every year will be cancelled from the official members list and, if they want to register and attend the GA, they will have to pay for themselves. If one member resigns before this deadline and he/she wants to come back the following year, he/she has not to pay the fee for the year off. (Approved by GA in Trondheim 2013).

Meetings

- The meetings should be English speaking. However a translation may be punctually accepted if needed.

Auditing Commission

- Should it be required by the Law, or the Member's Meeting so decides, an *Auditing Commission* shall be nominated for three years and may be re-elected.
- The *Members* of the *Auditing Commission* shall be comprised of three regular *Members* and two substitutes.
- The *Auditing Commission* is responsible for auditing the administration of the *Association*, ensuring that the laws in force and the *By-laws* of the *Association* are complied with, ensure that the accounts are properly kept.