## STATUTES

THE NON GOVERNMENTEL / NON FOR PROFIT ORGANISATION THE EUROPEAN HOUSE

## § 1

## Name and place:

The organisation's name is " The organisation The European House".
The Organisation is situated in the municipal of Frederiksberg.
The address of the Organisation is: " The Secretariat c / o social worker, Ms. Lise From, Uraniavej 5, DK 1878 Frederiksberg C, which address the board of the association can change at any time.

## § 2

## Goal:

The gaol of Organisation is non-profit works throughout social-, cultural and other work at the national and the international level, to work for integration of the most vulnerable groups in their respective societies again in such a way that these groups get possibilities to live an active life as alternative for staying in institutions.

## § 3

## Membership:

Members of the Organisation can be individuals and institutions, which have or might have interests in supporting the goal of the Organisation.

Admission happens by approaching the board or person who is pointed out.
Admission of new members can be refused, if $2 / 3$ of the board members are voting for it.
With a majority of at least $2 / 3$ of the board members a member can be excluded of the association without presenting the exclusion at the annual meeting. In case of exclusion the excluded member can claim in getting reimbursement of the paid member fee within the year of the account in which the exclusion takes place.

Withdrawal shall happen in written to the board or one of this appointed person.
By withdrawal the withdrawal member cannot claim reimbursement of paid member fee or payment of any part of the capital of the Organisation.

## Member fee:

The member fee is decided on the annual meeting, first time at the first general meeting coving the rest of the year of the accounts.

## § 5.

The board
The Organisation is managed by a board, which consists of 5 members and 2 substitutes, who are selected for one year at the time at the annual meeting of the Organisation, manage the Organisation.

Replacement can happen.
The board might as well consist of board members, who are selected outside the organisation's member circle. Such members cannot be more than 2 persons.

Is one or more board members during the year absence, the substitute (s) will take over until next annual meeting.

The board appoints itself with a president, a vice-president and treasure and lays down its own rules of procedures.

The board makes appointment with a member of the organisation regarding management of the function of the secretariat of the Organisation.

Board meetings are carried out when the president finds it necessary or if 3 of the board members apply for a meeting. In the last situation an agenda shall be stated.

The board is quorum when the president - and if absent the vice president - and 2 other members are present.

Decisions are taken with majority vote.
In case of parity of votes, the vote of the president - and in case of his absence the vice president is decisive.
Minutes of the meetings shall be done; these shall be signed by whose who are present and a copy shall be forwarded the members of the board.

If the financial circumstances of the organisation permit it and if it has to do with the matters of the organisation - per diem to the members of the board can be given as a compensation for lost earning. This per diem is corresponding to the regulations for per diem for board members of the municipals.

## Day to day manager

To manage the Organisation's day-to-day activities the board can employ an employee with whom a written contract will be signed.

This person will normally not participate in the board meetings expect the board asks the person.

## The annual meeting:

The annual meeting is the highest authority of the Organisation.
The right to vote at the general meeting are those members who have paid member fee to the organisation.

Each member has one vote. The right to vote can be done by given somebody power of attorney in written. More than 5 written power of attorneys cannot be given to one single member.

Suggests, which are wanted to be heard at the annual meeting, shall be at the president before the end of February.

Annual meeting shall be carried out every year in April in the territory of Copenhagen.
Call for the annual meeting shall happen at least 3 weeks in advance to each member.
The agenda for the annual meeting is:

1. Choice of chairperson
2. The report of the chairman
3. The financial report for accept
4. Next year's budget and member fee level
5. Received proposals
6. Election of 5 board members and 2 substitutes
7. Election of 1 internal accountant and 1 substitute and choice of registered accountant
8. Debate about the tasks of the organisation
9. Any other business

The annual meeting choose a chairperson who presides over the negotiations and carries out all voting.

The voting is in written - if the chairperson decides it or if a member applies for such.

All votes at the annual meeting are taken with majority vote. But if any changes within the statutes of the organisation has to take place $2 / 3$ of the present members have to agree. Are less that half of the entitled to vote present at the annual meeting - and are less than less than $2 / 3$ of those who are present for a suggest voting - a new annual meeting will be carried out within 4 weeks. At this meeting 'the suggest' can be approved by $2 / 3$ of those members who are present.

What has happened at the annual meeting shall be written in a minute. This minute shall be signed by the chairperson and be sending to all the members at least 3 weeks after the date of annual meeting.

## § 8.

## Extraordinary annual meeting:

Extraordinary annual meeting will be carried out
If the board finds it reasonable
If a subject has been applied to be discussed by $1 / 4$ of the members of the organisation
If a previous annual meeting has taken the decision
Call for such meeting shall happen least 3 weeks in advance including an agenda

## § 9.

## Accountant and auditing

The year of the accountant for the organisation is following the calendar year.
The internal accountant and his substitute and the external registered accountant are elected at the annual meeting for one year at the time. Re-election can happen.

In relation to the auditing the accountant shall look over if the procedures of the management is in place.

The accountants shall have access to all information that might be needed according to their tasks.
The annual accountant which shall be signed by members of the board shall be sending to the members of the organisation at least 8 days before the annual meeting takes place together with draft budget for the coming year, among this the level of member fee.

The capital of the Organisation shall be placed in an approved bank. Giro Bank or in bonds, which is acquired after previous suggest from the bank of the Organisation.

The Organisation shall be able to operate with some cash money of a smaller amount, which is safe kept the treasure.

## Dissolution:

Request regarding the dissolution of the Organisation, shall be followed by an adequate written explanation and be handle at an extraordinary annual meeting, which call in shall follow the stipulations in § 7.

The decision regarding dissolution of the Organisation shall only come into force regarding the stipulation in this statutes § 10 .

In case of dissolution of the Organisation the capital of the Organisation shall if possible goes to one or more organisations, foundations, including business foundations or institutions with the same or similar goal that is named in this statute.

The capital of the Organisation can never be divided between the members of the Organisation.

## § 11.

The Organisation is represented by the president and by his absent by the vice president and 1 member of the board.

The representative can entitle the treasure to sign for the Organisation regarding payment and duties.

The total board shall sign rising of loan, which are necessary regarding supporting of the goal of the Organisation and which the Organisation alone is responsible for.

For those obligations, which the Organisation is responsible for, the Organisation alone is chargeable by the capital of the Organisation.

No personal liability is to the member of the Organisation or to the board.

Approved at the general meeting 24. November 1994

