

# Internal Regulations



## Rotterdam Student Basketball Association BAROS

As drafted in the meeting of September 4, 1991 and amended in the meetings of April 27, 1994, October 12, 1994, May 11, 1995, May 10, 1999, May 29, 2000, September 30, 2009, April 28, 2010.

## **Article 1: DIVISION**

These By-Laws contain only provisions supplementary to the Constitution and may not be in conflict therewith.

## **Article 2: EXPENDITURE OF THE CONTRIBUTION**

2.1 The contribution shall be spent on:

- a. renting halls and/or other accommodations
- b. the purchase of equipment
- c. paying for membership of the N.B.B. and its district
- d. paying the compensation for trainers and/or coaches
- e. paying other expenses incurred exclusively for and which benefit the interest of the Association.

2.2 The board decides on the payment of the expenses mentioned under e. of Article 2.1.

## **Article 3: ASSOCIATION COLORS AND ASSOCIATION JERSEYS**

3.1 The association colors are orange and green. Games are played in the colors of the Erasmus University. The official Baros jersey consists of green pants and a green singlet with orange numbers, and black and white subordinate colors. The reserve jersey consists of green pants and a green singlet with orange numbers, and black and white as subordinate colors.

3.2 The Board shall decide at the beginning of the season for which teams club jerseys are available.

3.3 Each member of a team playing in association jerseys will, in case of (partial) loss or damage of one or more association jerseys of his team, be held responsible for a proportional part of the costs, in all fairness.

## **Article 4: MEMBERSHIP**

4.1 These rules distinguish playing members and non-playing members as ordinary members. Playing members are those ordinary members who have indicated in writing that they wish to play matches under the auspices of the N.B.B. Non-playing members are those ordinary members who have indicated in writing that they do not wish to be playing members.

4.2 Those wishing to become members shall submit their application on an application form to be provided by the Board. The management may demand that the information provided on the form be substantiated by proper evidence.

4.3 The secretary shall announce the application without delay in the manner determined by the board.

4.4 The procedure to be followed after the announcement, as referred to in paragraph 3, shall be determined by the Board.

4.5 Each playing member has a duty to properly perform the task assigned to him/her, by the games coordinator (table task or referee). If this does not happen or not sufficiently (at the discretion of the Board), the suspension and penalty regulations will come into effect.

4.6 New playing members, who are not yet in possession of a referee diploma, must follow and pass a referee F-course, organized by the N.B.B. or its district, within a period of one year.

4.7 The games coordinator will announce the task roster at least two weeks in advance.

4.8 Any damage caused by intentional injury and/or intentional negligence can be recovered from the member concerned.

#### **Article 5: SUSPENSION AND FINE RULES**

5.1 Not (sufficiently) fulfilling the duties of a table or referee will be fined 25 (twentyfive) Euros and given a substitute duty. At the second time of default, the fine is 40 (fourty) Euros, first home game suspended and a replacement task. The third time a fine of 50 (fifty) Euros will be issued, the first two home games will be suspended, and a substitute task. The fourth time will result in a fine of 50 (fifty) Euros and expulsion from the club.

5.2 Non-payment of the membership fee (the last date of payment will be indicated by the treasurer on the request for payment) will be followed by a suspension until the member has fulfilled these obligations. Late payment of the membership fee shall incur a 5 (five) Euro fine. The due date shall be the date of receipt by the Treasurer.

5.3 With every fine, the treasurer will indicate the due date. If the fine has not been paid by this date, the Board is entitled to suspend the member until the fine has been paid.

5.4 Fines imposed on the Association due to the negligence of one or more of its members will be recovered from the member or members.

5.5 Appeals against this suspension and penalty regulation are possible. The General Assembly shall decide on any appeal, after examination by the Board. Lodging an appeal does not relieve the member of payment of the fine(s) imposed. The suspension will also be maintained.

#### **Article 6: THE BOARD**

6.1 Candidates for the board can be nominated by:

- The current board and/or
- At least two members of the association acting jointly.

6.2 The board shall announce the nomination at least three weeks before the annual general meeting.

6.3 Up until one week before the General Assembly, new candidates can be notified in writing to the secretary of the Association.

6.4 The board shall meet as often as the chairman deems necessary in connection with the work of the board, or at the request of at least two of its members, but at least once a month, with the exception of the month of July.

#### 6.5 The President

A: The president shall provide leadership and oversee the life of the association.

B: He shall be the official spokesperson for the association.

C: He shall ensure compliance with the Constitution, By-Laws and all other rules and regulations.

D: He has the right to end the deliberations in the meetings if he believes that the association is sufficiently informed, but is obliged to resume them if 1/3 of the members of the members council present at the meeting expresses the desire to do so.

E: The secretary is authorized, if necessary, to deny further attendance at the meeting to anyone who in his opinion misbehaves at the meeting.

#### 6.6 The Secretary

A: The secretary shall conduct the general correspondence and keep a copy thereof. In doing so, he shall observe the instructions of the Executive Committee and the regulations issued by or on behalf of the unions. Important documents shall require the countersignature of the Chairman.

B: He shall ensure that the documents relating to the business to be transacted at the meeting are present at the meeting and reach those concerned in good time. He shall also be responsible for keeping the register of members, for taking the minutes of the members' meetings, as well as of the meetings of the Board.

#### 6.7 The Treasurer

A: The Treasurer shall be responsible for the management of the funds of the Association.

B: He shall comply with the instructions of the Board and the regulations made by or on behalf of the Associations.

C: He shall be responsible for the collection of dues and other revenues.

D: He shall prepare the annual financial report and budget.

E: Financial commitments to third parties shall require the countersignature of the president of the association.

#### 6.8 The Game Secretary

A: The game secretary determines the playing dates for the home matches.

B: He takes care of the registration of teams and team lists with the N.B.B. in collaboration with the technical committee and trainer/coach.

C: He shall ensure that the results of home games are communicated to the N.B.B.

D: He is responsible for the functioning of the technical committee.

E: In performing the tasks described in paragraphs a through d, he shall comply with the instructions of the Executive Committee and the regulations made by or on behalf of the Federations.

F: He has a seat on the technical commission.

#### 6.9 The referees/activities commissioner

A: The referee commissioner shall take care of the scheduling of the duties of the members (table or referee) and shall see to it that they are fulfilled.

B: He is responsible for the registration of referees with the N.B.B. in collaboration with the technical committee.

C: He shall be responsible for the training of (union) referees and shall ensure that the union obligations with respect to referees are met.

D: The activities commissioner is responsible for setting the annual agenda with regard to the activities to be organized.

E: He shall be responsible for the functioning of the activities committee.

#### 6.10 The Tournament Commissioner

A: The tournament commissioner shall ensure that invitations to (student) tournaments at home and abroad are made known through the official association organ and/or the notice board.

B: He shall announce in which way members can register for the above mentioned tournaments and within which period this has to be done.

C: He shall ensure that, in case of sufficient interest, one or more teams are registered for the tournament concerned.

D: He shall take care of the requests for subsidies for his members for the above mentioned tournaments in compliance with the internal regulations of the RSSR.

E: He shall arrange the basketball tournaments held within the framework of the sports weeks (Diessportweek and spring fields days) organized at the Erasmus University.

F: He is responsible for the functioning of the tournament committee.

#### 6.11 The PR Commissioner

A: The PR commissioner is responsible for maintaining contact with former members, honorary members and patrons.

B: He is responsible for the sponsorship policy.

C: He prepares an annual PR plan with short and long term goals.

### **Article 7: THE ADVICE BOARD**

7.1 Candidates for the Advisory Council shall be nominated by the incumbent council. The council shall consist of a minimum of three and a maximum of five members.

7.2 The Board shall announce the Board's nomination proposal, as mentioned in Article 7.1, at least three weeks before the General Membership Meeting. The general members' meeting has the right to install and dissolve the council.

7.3 The council shall meet as often as the chairman of the council deems necessary in connection with the work of the council, at the request of at least two of its members, but at least three weeks before each general meeting of members. A delegation of at least two members of the executive board shall be present at these meetings. The council shall also meet at the request of the chairman of the executive board or at least two members of the executive board.

7.4 The purpose of the council is to retain and use the management experience and knowledge present.

7.5 The task of the board is to support and advise the board with respect to the medium and long term policy. Advice may also be sought from the board in relation to other matters.

#### **Article 8: VOTING**

8.1 Votes on persons shall be taken only if more candidates have been put forward than there are seats available.

8.2 The purpose of a vote shall not be to decide which of the two (or more) proposals is elective. Each proposal shall be voted on separately in the order in which it was submitted unless, in the opinion of the chairman, a proposal submitted later is more far-reaching than an earlier proposal, in which case the proposal submitted later shall take precedence.

8.3 If amendments are tabled to a proposal, they shall be put to the vote before the proposal and in the order in which they were tabled, unless an amendment tabled later is, in the opinion of the chairman, more far-reaching than a previous amendment, in which case the amendment tabled later shall take precedence.

8.4 Only those things may be considered as amendments which aim to change details without affecting the basic idea of the proposal, this at the discretion of the chairman.

8.5 Voting at members' meetings

A: All members of the Association present at the meeting are entitled to vote, provided they have signed the attendance list.

B: Voting by written authorisation shall be permitted only by one member for two other members.

C: The authorization referred to in the second paragraph must be handed over to the President before the start of the meeting. These authorizations shall be valid only for agenda items indicated in advance by the principal in the authorization.

D: The following shall be regarded as improperly completed ballot papers:

- Blank ballot papers
- Voting slips which do not clearly indicate a candidate or which contain more names than the number of persons to be elected
- Unsigned ballot papers
- Voting slips containing wording other than that stated by the chairman has indicated.

E: If voting on matters is by roll call, this shall be done by reading out the names in the order listed on the attendance list.

#### **Article 9: GENERAL MEETING OF MEMBERS**

9.1 The agenda of the annual general meeting of members shall include at least:

- a. adoption of the minutes of the previous members' meeting
- b. annual report of the past association year
- c. financial report on the past Association year
- d. report of the audit committee

- e. budget for the current association year
- f. board election
- g. appointment of audit committee
- h. determination of contribution
- i. any other business

9.2 Proposals not originating from management must be received by the Secretary in writing at least one week before the day on which the members' meeting is to be held. If this requirement is not met, they may only be considered with the approval of the executive committee.

#### **Article 10: TRAININGS AND JERSEYS**

10.1 The Board, in consultation with coaches and trainers, will set up the teams. If possible, the first ladies' and men's teams will be composed solely by coaches or trainers.

10.2 All members will have at least one training evening per week, with the exception of days when the sports building is closed.

10.3 The teams, which play in classes, in which the N.B.B. or its district has imposed an obligation on the Association to provide club referees, are in principle obliged to provide two or more club referees on behalf of the Association. If not enough qualified referees are present in the team concerned, the members of that team are obliged to attend the next referee course organized by the N.B.B. or its district.

#### **Article 11: COMMITTEES**

11.1 The Board shall be authorized to have certain parts of its task performed under its responsibility by committees appointed by the Board.

11.2 The committee must consist entirely of members.

11.3 At least one member of a board shall be attached to a committee.

11.4 If the committee does not function properly, the board will be free to dismiss members of the committee.

#### **Article 12: TOURNAMENTS**

12.1 Every member who has not fully fulfilled his obligations towards Baros, will be automatically excluded from participating in tournaments, to which Baros has been invited.

12.2 If the number of registrations for a tournament exceeds the number of places available, the tournament commissioner, in consultation with the board, will apply a selection procedure.

12.3 If there is a draw, it will take place, if possible, on one of the regular training nights, in the presence of a board member.

### **Article 13: FINAL PROVISIONS**

13.1 Every member of Baros is expected to be familiar with the Statutes and Rules, as well as all Board decisions and official announcements that have been made. The Board shall ensure that these official announcements are made to all members.

13.2 Amendments to the by-laws may be made by the general membership meeting by a simple majority vote. Any amendment to the by-laws, which may be brought by the Board as well as by 1/3 of the members of the Association, shall be brought to the attention of the members by the Board by placing it on the agenda of the General Membership Meeting. They may be amended at the general meeting of members.

13.3 In all cases for which these Rules and Regulations, the Articles of Association and the law do not provide, the Board shall decide, on the understanding that it is accountable to the General Meeting.

