

Articles of Association of the Bachelor Students of International Studies

General Provisions.

Article 1.

The association has the name: 'Bachelor Students of International Studies' (abbreviated as BASIS) and was founded in two thousand and thirteen.

Article 2.

The association is seated in 's-Gravenhage (The Hague, Netherlands).

Article 3.

The association is a study association and aims to stimulate both the academic lives and the social lives of its members.

Article 4.

1. The association year runs from the first day of the Leiden University academic year up to and including the day before the start of the next academic year.
2. The administrative is equal to the financial year and runs from the first day of June to the the thirty-first day of May.

Membership.

Article 5.

1. The association has two types of members: members and honorary members.
2. Members may be: persons who are enrolled or have previously been enrolled in the bachelor programme International Studies at Leiden University.
3. Honorary members may be: all natural persons.
4. Donors may be: natural persons or legal persons who are willing to support the association financially with a contribution which is at minimum equal to the annual membership fee.

Article 6.

1. The Board decides on the acceptance of members.
2. Should the Board have decided not to accept a person who meets the requirements for membership, the General Assembly may still decide to accept the member.
3. It is possible to become a member at any time in the year.

Article 7.

1. Honorary members may only be appointed by the General Assembly following their nomination by the Board.
2. Honorary members should accept their appointment within a month after the Board has notified them of their appointment. Should they not accept their appointment within the given period, the appointment is annulled.
3. Honorary members hold the same rights and obligations as members, with the exception that they are exempted from paying the mandatory membership fee as provided in Article 17.2.

Article 8.

1. Members may be suspended in all cases that can lead to their expulsion and in any instances provided by the policy manual.
2. Suspensions are effected by the General Assembly. The Board is authorised to effect suspensions in the instances provided by the policy manual.
3. Any member who is up for suspension will be provided with the opportunity to defend against their suspension during the General Assembly which is set to decide on their suspension. Should their suspension have been effected by the Board, the defense procedure is determined by the policy manual. No appeal may be made against suspensions effected by the General Assembly.
4. A member may be suspended for a maximum of six months; if the suspension is not followed by expulsion, the suspension is lifted after that period. In any instances provided by the policy manual, suspensions may be prolonged.
5. Members may not exercise their membership rights while under suspension. Members retain their membership obligations while under suspension.

Article 9.

1. Membership is terminated in all cases provisioned by the law provided in article 35 of Book 2 of the Dutch Civil Code.
2. Should membership be terminated in the course of the association year, the member remains obligated to pay that year's membership fee in full.
3. Termination of membership should occur in writing and be addressed to the Board. Termination may occur at all times, without a period of notice.

Board

Article 10.

1. The Board is comprised of at least three natural persons: president, secretary and treasurer. The total amount of Board members and their functions are determined by the General Assembly at their election.
2. The Board members are appointed by the GA and selected from members of the GA.
3. Board members are appointed for one administrative year. Any leaving board member may be reappointed immediately.
4. An incomplete Board retains all of its powers. An incomplete Board will take all necessary measures to ensure the restoration of the Board to its full capacity as soon as possible. Board members appointed over the course of the administrative year will remain in office until the end of that administrative year.
5. If not provided for otherwise, the Board is obligated to put forward a non-binding recommendation of candidates from which next year's Board may be appointed.

Article 11.

1. The Board is tasked with governing the association.
2. The Board represents the association both internally and externally.
3. The Board is required to keep administration and physical records in such a way that the rights and obligations of the association may be known at all times.
4. The Board is required to keep physical records, as discussed in the previous paragraph, for seven years.

Article 12.

1. Every Board member may be dismissed or suspended by the General Assembly at any time. Any Board member up for dismissal or suspension will be provided with the opportunity to defend against their dismissal or suspension during the General Assembly which is set to decide on their case.
2. Any suspension that is not followed by the Board member's resignation or dismissal by the GA within two months after the suspension was effected will end after this period.
3. To pass a motion to dismiss or suspend a Board member, two-thirds of the valid votes cast in a General Assembly must be in favour.

Advisory Board

Article 13.

1. The Advisory Board (AB) consists of at least three natural persons.
2. The Advisory Board is tasked with supervision of the Board's policy and general affairs of the association. They provide the Board or the GA with non-binding advice when such advice is deemed necessary by the Board, the Advisory Board or the GA.
3. The Board is obligated to provide the Advisory Board with all necessary information to adequately perform their tasks.
4. Members of the Advisory Board are appointed by the GA and selected from members of the GA.
5. An Advisory Board member is appointed for the duration of two years. Any leaving AB member may be reappointed immediately.
6. When an AB member's term ends and their departure causes the total number of AB members to fall below three, the AB is obligated to put forward a non-binding recommendation for the appointment of a new AB member at the next GA.
7. When an AB resigns before their term ends, paragraphs 5 and 6 still apply.

General Assembly

Article 14.

1. A General Assembly shall be held in the following cases:
 - a. When Board deems it desirable, with at least one GA per semester;
 - b. When at least ten members of the GA request this in writing;
 - c. When the Advisory Board requests this;
 - d. When the Audit Committee requests this.
2. After such requests as provided in paragraph 1 sub b, c or d, the Board is required to convocate a GA which should be held twenty-eight days after the request was made at the latest. Should the Board not have responded to the request after fourteen days, those who requested the GA may convocate the GA themselves.
3. Convocation is the responsibility of the Board. Should a situation arise as described in the previous paragraph, convocation may be done by those who requested the GA.
4. Convocation occurs by written invitations to all the members and in any other fashion as provided for by the policy manual. This demand is also met if the invitation is sent electronically.
5. Convocation will occur fourteen days before the actual assembly at the latest and should include at least the location and time of the General Assembly.

6. Only the General Assembly may amend the association's articles. Such a proposition must be included in the convocation as well.

Article 15.

1. The General Assembly should take place within the municipality in which the association is seated.
2. The General Assembly is open for all eligible voters and those who are granted access by the policy manual. In all other cases, the Board decides.
3. The GA is chaired by the president, or by another Board member if the president is indisposed. Should no Board members be present, the GA shall appoint a chair from their midst. .

Article 16.

1. Members and honorary members are eligible to vote in the GA. Every member is entitled to one vote.
2. Every eligible voter may authorise another eligible voter to cast their vote for them. Any individual member may hold no more than three such authorisations simultaneously. Other manners of authorisation, which may be subjected to further criteria, can be provided by the policy manual.
3. As determined by article 8 paragraph 5, suspended members are not eligible to vote.
4. Any decision by the GA is legally valid only when at least ten percent of the association's eligible voters is present or represented at the time that the decision is made.
5. Should the attendance threshold in paragraph 4 not be achieved at a GA, the Board is required to convocate a new GA, to be held within forty-two days. In that assembly, the GA may take legally valid decisions regardless of attendance, except for decisions regarding proposals as discussed in article 19.1 and 20.1.
6. All decisions for which the law or these statutes do not prescribe a larger majority will be taken by an absolute majority of the votes.
7. When counting the votes, blank votes are considered as not having been cast.
8. If the vote results in a draw, the motion is denied.

Finances

Article 17.

1. The association's income may consist of:
 - a. The annual membership fee;
 - b. Contributions from donors;
 - c. All other legal forms of income.
2. Every member must pay an annual membership fee, the height of which is determined by the GA.
3. In any instances provided by the policy manual, a member may be required to pay only a part of the membership fee.
4. Board members are exempted from the membership fee for the association following their appointment.

Article 18.

1. At the first GA of the financial year, the treasurer of the previous Board, or a chosen representative should they be indisposed, will present the association's financial balance and a statement of income and expenses with an elaboration to the GA for approval.
2. At this assembly, the treasurer of the current Board will present their budget for the coming year to GA for approval.
3. Every year, the GA is to appoint a committee of at least two members who may not be part of the Board or the Advisory Board. This committee will investigate the documents mentioned in paragraph 1 and report their findings at the assembly discussed in paragraph 1.
4. As long as they still meet the criteria mentioned in the first sentence of paragraph 3, leaving members of this committee may be reappointed immediately.
5. The Board is required to provide the committee all information necessary to adequately perform its tasks.

Amendments of the Articles and Disbanding the Association

Article 19.

1. Any motion to change the articles of association must be proposed by the Board or by at least ten eligible voters of the GA.
2. Those who called for the GA to discuss the motion should provide a copy of their proposal in a place where all members may read it at least five days before the assembly occurs. This document must remain available until the end of the day on which the assembly occurs.
3. The GA can only decide on amendments to the articles when two-thirds of the votes are cast in favour.
4. The amendments to the articles will take effect only when the revised articles have been notarised.

Article 20.

1. Articles 14.6 and 18.1 through 18.3 apply to motions to disband the association.
2. Any potential positive financial balance resulting from the association's liquidation will be donated to an organisation of the GA's choosing. This organisation's aims must correspond as closely as possible with the aims of the association.
3. The Board is responsible for the liquidation of the association, unless the GA decides otherwise.

Policy Manual

Article 21.

1. The GA is authorised to draw up a policy manual. This policy manual may not contain any measures that conflict with the law or with these articles.
2. Articles 14.6 and 18.2 apply to motions to install or amend the policy manual. If the policy manual does not provide any other measure, article 18.1 and 18.3 apply as well.

Final Provisions

Article 22.

In all instances for which the articles, the policy manual and decisions by the GA do not provide, the Board decides.

