

Internal Regulations of the Eindhovenens Studenten Rollenspel Genootschap Knights of the Kitchen Table

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Article 0. Definitions

- ◇ Board: the board of the Eindhovenens Studenten Rollenspel Genootschap Knights of the Kitchen Table
- ◇ Book year: the period from September 1 of every year to, and including, August 31 of the following year
- ◇ The association: Eindhovense Studenten Rollenspel Genootschap Knights of the Kitchen Table
- ◇ NAR: Name, Address, Residence and other personal information.
- ◇ Planned activity: An activity approved by the board, of which the date, starting time and location have been registered in a medium approved for that purpose by the board.

Article 1. Supported roleplaying systems

Expired

Article 2. Board

1. The board have the right to choose and use, within the association, symbolic titles as a replacement for their lawful titles.
2. Decisions made by the board may be contested during the first following general meeting. Involved parties may not be denied access to the meeting during the discussion of the objection.

Article 3. Membership

Section A. Membership

1. Students studying at an institution of higher education in Eindhoven may be granted membership.
2. With the approval of the board, membership may be granted to:
 - a. Persons registered at an MBO institution in Eindhoven
 - b. Persons studying at an institution of higher education outside Eindhoven.
3. Persons which were members in the previous book year and have been granted their membership on basis of clause 1 or clause 2, and no longer satisfy the criteria of clause 1 or clause 2, may be granted membership for the duration of the current book year with the approval of the board.
4. If payment obligations have not been satisfied before November 1, membership is to be ended by the board.
5. A member is to annually confirm their NAR and either inform the board of which institute of education they are currently registered at or make use of clause 3.
6. Approval for membership as outlined in Clause 2 and Clause 3 occurs through the same procedure as used to grant membership as outlined in Clause 1, unless the board decides otherwise.
7. The board may, as described in Article 4 Clause 1 of the statutes, by exception, grant membership to persons who do not satisfy the criteria as outlined in Clause 1, Clause 2 or Clause 3, on the condition that this exception is announced at the next general meeting.
8. In the event a person satisfies the criteria outlined in Clause 1, Clause 2 or Clause 3, but declines membership when offered, it is forbidden for this person to make use of association facilities to participate in activities that are part of a campaign. The board retains the right to determine which activities are considered part of a campaign.

Section B.

Expired

Section C. Donors

1. The monetary contribution of a donor must be high enough to cover and administrative costs.
2. For further conditions, rights and obligations associated with donorship, see Article 9 of the statutes.

Section D. Honorary membership

1. Honorary members have the right to participate in activities organized by the association without having to become a member.
2. Honorary members have precedence over non-members for the purposes of registering for activities.
3. For further conditions, rights and obligations associated with honorary membership, see Article 4, Clause 4 and Clause 5, of the statutes.

Artikel 4. Communicatie

1. "Written" is understood in the statutes and regulations to mean communication displayed through written symbols. Common methods of written communication are paper or email.
2. Minutes of the general meeting are to be available to members within four weeks after the relevant meeting.
3. The pieces mentioned on the agenda of a general meeting are to be distributed to all members at least seven days before the meeting. The day of distribution and the day of the meeting are not to be included in this count. If this criterion has not been satisfied the meeting has the right to decide not to discuss the pieces.
4. The board retains the right to edit previously distributed pieces, but all changes must be clarified during the general meeting. The general meeting has the right to decide not to discuss edit pieces if the changes are considered too large.
5. As outlined in Article 15 Clause 4 of the statutes, a member can, through a written notice to the board, authorize another member to represent them at the meeting and vote in their place. The authorized member is under no obligation to vote according to instructions given by the authorizing member. The written notice of authorisation must satisfy the following criteria:
 - a. The notice of authorisation must contain at least the following:
 - i. the complete first name and second name OR the initials and second name of the authorizing member.
 - ii. the complete first name and second name OR the initials and second name of the member being authorized.
 - iii. a clear description of what the authorization entails. This authorization must contain at least the following:
 - a. the date of the general meeting.
 - b. a description of which meeting the authorization covers, if there is more than one on the previously outlined date.
 - c. the exact nature of the authorization. This can be an authorization for one or more items on the agenda, an authorization for all items on the agenda, or an authorization for all topics discussed.
 - iv. a proof of the authorizing party, being:
 - a. in the case of a non-digital authorization: the signature of the authorizing party

- b. in the case of a digital authorization: the mail is to be received by the board, originating from the email address associated with the authorizing party, as registered in the member database.
- b. a non-digitally received authorization may be no larger than an A4 sheet and no thicker than half a centimeter.
- c. a digitally received authorization must be received at least 30 minutes before the opening time of the meeting as outlined in the agenda.

Article 5. Internal regulations

Expired

Article 6. Commissions

Section A. Commissions

1. The founding and closing of a commission occurs as per Article 10 Clause 4 of the statutes. During the founding the board appoints a chairman and any other members of the commission.
2. In the event that a commission is to hold financial responsibilities, a treasurer must also be appointed.
3. Discharging of commission members is done by the board. The chairman and treasurer of a commission can only be discharged after the approval of the commission's tasks and administration.
4.
 - a. Every commission with financial responsibilities must present a budget to the board for approval.
 - b. A budget covers a pre-determined span of time.
 - c. A commission may make no expenses or enter into financial engagements before its budget has been approved.
 - d. A commission may make no expenses or enter into financial engagements larger than outlined in the budget without approval of the board.
5.
 - a. The association recognizes two types of financial accounts: a partial account of the relevant book year, and a final account.
 - b. A final account needs to be submitted to the board for approval within one month after the term laid out in the budget.
 - c. In case a budget crosses a board year, a partial account of the relevant book year needs to be submitted to the board for approval within one month after the end of the book year.
6. The board is to archive the minutes of commission meetings until at least five years after the relevant commission meeting. These minutes are to be provided to the board digitally.
7. A commission has a name and a task description established by the board. Within this task description the commission may act in the board's stead, and carries out tasks to lighten the workload of the board. The task description can be changed in consultation with the board.
8. Clause 1 through Clause 7 do not apply to the control commission as outlined in Article 17 Clause 6 of the statutes.
9. Founding, changes in composition or task description, and closure of a commission must be announced by the board at the first following general meeting.

Section B. Orders

1. The founding and closing of a commission is carried out by the board. During the founding the board appoints a chairman and any other members of the order.
2. The order has a chairman, who functions as a point of contact for the board.

3. An order has a name and a goal which are established in consultation with the board. The goal of an order must be in the spirit of the goal of the association. Unlike a commission, a an order does not act in the board's stead, but is more free to pursue its goal as it sees fit.
4. Founding, changes in composition or goal, and closure of an order must be announced by the board at the first following general meeting.

Article 7. Privacy

1. Any imagery made during association activities may be used by the association for promotion purposes.
2. Personal information of members may only be used:
 - a. with explicit written permission of the member in question; or
 - b. when this use is necessary for the functioning of the association; or
 - c. when this use is necessary in order to fulfill the lawful obligations of the association.
3. Misuse of the member administration by members is punished with expulsion
4. A member has the right to lodge a written complaint to the board over the use of his or her personal information as outlined in Article 7.

Article 8. House rules

1. House rules are location-dependent obligations of members and visitors
2. House rules are to be displayed clearly in the locations to which they apply.
3. House rules are drafted and maintained by the board. A change in the house rules is to be announced to the members. Such a change must also be announced at the first following general meeting.
4. House rules are in force from the date noted on the house rules.
5. In the event that a person does not abide by the house rules, the board may sanction this person appropriately.

Article 9. Annual report

1. The annual report as outlined in Article 17 Clause 3 of the statutes must contain at least the following:
 - a. a list of all board decisions made in that year;
 - b. a list of all decisions made during the general meetings of that year;
 - c. a short review of the activities organized by the association during that year;
 - d. a reflection on that year.

Article 10. Association colours

1. The associations colours are purple and yellow. The exact hues of these colours are undefined. These colours can be used to represent the association on special occasions.
2. The promotion colours of the association is green. The exact hue of this colour is undefined. This colour enjoys preference for the purposes of promotion.

Article 11. Activities

1. The association recognizes three categories of activities:
 - a. primary activities: role playing games;
 - b. secondary activites: boardgames with three or more players
 - c. tertiary activites: all other activities
2. Among non-planned activities, primary activities have priority over secondary and tertiary activities, and secondary activities have priority over tertiary activities.
3. Planned activities always have priority over non-planned activities.
4. Non-planned, tertiary activities and non-planned, secondary activities which have begun within the last five minutes must make way for activities of a higher priority.

