

Statute of Erasmus Student Network Lappeenranta

Approved at the Spring General Meeting, 05.04.2024.

1. Name and location

- 1.1. The association's name is Erasmus Student Network Lappeenranta ry, and its business number is 3082905-5. These rules will refer to the association as ESN Lappeenranta.
- 1.2. The association is located in Lappeenranta, Finland.
- 1.3. ESN Lappeenranta is a non-profit and religiously and politically unaffiliated association.
- 1.4. ESN Lappeenranta is an Erasmus Student Network Finland ry (ESN Finland) member and its European umbrella organization, Erasmus Student Network AISBL (ESN International). It acts according to the instructions of said parties, except when they contradict Finnish law or the rules of ESN Lappeenranta. ESN International acts according to Belgian law.
- 1.5. The working language of the association is English.

2. Mission and forms of activities

- 2.1. The mission of ESN Lappeenranta is the same as that of its umbrella organizations, ESN Finland and ESN AISBL. ESN Lappeenranta acts for the benefit of universities situated in Lappeenranta. ESN Lappeenranta aims to improve social and academic integration in Lappeenranta, improve the availability of information about student exchange, uphold communication between ESN Lappeenranta's parent organizations, offer activities and opportunities to students, encourage students to participate in student exchange programs, and promote the concept of "Internationalisation at home".
- 2.2. To fulfill its mission, ESN Lappeenranta may organize and participate in discussions, information sessions, events, and trips available to students in Lappeenranta at their own expense, organize social events, leisure time activities, excursions, and trips for its members, maintain a website and social media accounts, organize unofficial events to improve the availability of information for Finnish students, who are

interested in going on a student exchange, and to organise other such activities, which uphold the aims of the association.

- 2.3. ESN Lappeenranta may accept financial donations, scholarships, and aid. After receiving the necessary legal permits, it may also organize raffles and fundraisers. ESN Lappeenranta may also own immaterial, transferable, and untransferable property for purposes applicable to its aims.

3. Membership

- 3.1. The number of members in the association is not limited.
- 3.2. The association may have two types of members: active members and full members.
 - 3.2.1. Exchange and international students may become active members by filling out a membership form and may become full members by paying a membership fee to ESN Lappeenranta.
 - 3.2.2. Finnish students may become active members by filling out a membership form and, after becoming active members, paying a membership fee to ESN Lappeenranta to become full members.
- 3.3. The board upholds the membership information register, which includes name, phone number, and email address, which is collected in the membership form.

4. Termination of membership

- 4.1. A member has the right to terminate their membership with a written notice.
- 4.2. Membership lasts 365 days. If a member does not renew it, the membership will be terminated.
- 4.3. The board can terminate a membership if said member does not follow the statutes and standing orders set by ESN Lappeenranta, ESN Finland, or ESN International.

5. Rights and obligations of a member

- 5.1. Full members have the right to propose, be heard, vote, and suggest points of order.
- 5.2. Active members have the right to be present and to be heard.
- 5.3. Members may attend events organized by ESN Lappeenranta or its umbrella organizations.

5.4. Members must perform tasks assigned to them in meetings and tasks affiliated with the role the association gives them.

6. Membership fee

6.1. The autumn general meeting sets the membership fee to be collected from members the following year.

7. General meetings

7.1. The associations hold two (2) statutory meetings each calendar year:

7.1.1. The spring general meeting is to be held before the end of June.

7.1.2. The autumn general meeting is to be held at the latest on 14th December.

7.2. The board may call an additional general meeting when it deems it necessary or when one-tenth (1/10th) of members are eligible to vote to demand it of the board in written form.

7.3. The board calls the general meetings in written form at least seven (7) days before the meeting through the association's communication channels.

7.4. The meeting will be held at least one (1) month after the board is presented with a written demand.

7.5. All full members are eligible to vote in a general meeting.

7.6. Decisions in a general meeting are made with an absolute majority unless stated otherwise in these rules. In a tie, the chair's vote is determinative, except in elections, where a majority must be achieved for a decision to be made. In case of a tie, a second round must be held. If the second round ends in a tie, elections are resolved with a lot.

7.7. A vote is open unless it is an election or a full member requests a secret vote.

7.8. If the board decides, a general meeting can be attended through telecommunication or other technical aid.

7.9. The purpose of the spring general meeting is

7.9.1. to present the financial statement, activity report, and audit;

- 7.9.2. To approve the financial statement and release the previous board from liability;
- 7.9.3. to handle other matters raised.
- 7.10. The purpose of the autumn general meeting is
 - 7.10.1. to determine the action plan, financial plan, and membership fee for the following year;
 - 7.10.2. to elect the chairperson and the subsequent selection of other board members by the new chairperson;
 - 7.10.3. to elect 1 or 2 auditors and 1 or 2 deputy auditors;
 - 7.10.4. to handle matters raised.

8. The board

- 8.1. The board consists of a chairperson and 2 to 10 other board members.
- 8.2. The board guides the actions of the association between general meetings.
- 8.3. The term of the board is one (1) calendar year.
- 8.4. The board nominates amongst itself a vice chairperson and a treasurer. Other members are assigned different roles.
- 8.5. The chairperson or the vice-chairperson calls Board meetings if the chairperson is unavailable.
- 8.6. Board meetings have a quorum when at least half of the board members, including the chairperson or the vice chairperson, are present.
- 8.7. Board members may terminate their term early with a written notice submitted to the board.
- 8.8. Applicants may submit their applications to become a board member during the application period. A majority vote at a general meeting may elect an applicant to the board.
- 8.9. The board may motion to expel a board member through a two-thirds majority vote at a board meeting.
 - 8.9.1. The board member in question is not entitled to vote on the motion.

- 8.9.1.1. After expelling a board member, the board may elect an interim board member for the position in question through a majority vote at a board meeting and/or begin an open call for the position to be filled at the next general meeting.
- 8.9.1.2. Interim board members have to be confirmed during the next general meeting or otherwise have to be replaced by an applicant selected at the meeting.
- 8.9.1.3. Applicants may submit their applications during the open call. A majority vote at a general meeting may elect an applicant to the board.

9. Signing the name of the association

- 9.1. The chairperson alone or the vice chairperson, together with another board member, signs the association's name.

10. Accounting period and auditing

- 10.1. The accounting period of the association is one (1) calendar year.
- 10.2. The financial statement and the action report must be represented to the auditor at least one (1) month before the spring general meeting. The auditors must present the board with their statement at least two (2) weeks before the spring general meeting.

11. Permanent and temporal statutes

- 11.1. Changes to these rules are accepted if two-thirds of the votes cast in a general meeting favor them. The rules must be changed in the meeting call.
- 11.2. The dissolving of the association requires a three-quarters majority in favor of dissolving in two (2) consecutive general meetings no more than two (2) months apart. Dissolving the association must be mentioned in the call for a meeting.
- 11.3. If ESN Lappeenranta is dissolved or abolished, its funds and other possessions will be donated to ESN Finland.