

STATUTES
INEX – ASSOCIATION FOR VOLUNTARY ACTIVITIES, R.A.

Article 1

INEX – Association for Voluntary Activities (hereafter referred to as „INEX-SDA, r. a.”) is a registered association, founded in 1991 according to the law Act No. 83/1990 Coll., Act on Citizens Associations, operating regularly on territory of the Czech Republic with its registered headquarters at Varšavská 249/30, Prague 2.

AIMS AND ACTIVITIES OF THE ASSOCIATION

Article 2

INEX – Association for Voluntary Activities, r.a. is a non-governmental, non-profit organization operating in the field of international volunteering and intercultural education since 1991.

INEX-SDA, r. a. is a youth association, persons working with youth and children and other persons. The aim of INEX-SDA, r. a. is to help people find their own and active place in society, identify social problems and try to solve them; develop international contacts at the level of organizations and individual; assist with the development of intercultural learning; increase the language skills and mobility of young people and offer them a meaningful leisure time; to initiate and implement publicly beneficial projects in order to contribute to the better condition and protection of the cultural and natural environment and the relationship of the local community to it; to preserve and restore the traditional values of rural lifestyle; provide social activation services for children and young people.

The vision of INEX-SDA, r. a. is:

A society in which people respect and approach responsibly to the outside world. We believe that volunteering and cooperation at local and global level is a way to mutual understanding and nonviolence.

The mission of INEX-SDA, r. a. is:

To create opportunities for active participation in society and to gain knowledge, experience and attitudes useful for personal, civic and professional life.

Article 3

In fulfilling its goals INEX-SDA, r. a. cooperates with non-governmental non-profit organizations, self-government and state administration bodies, as well as individual people who are engaged in publicly beneficial activities. It also takes an active attitude towards events and entities that are directly related to the objectives of the activity or affect the conditions for their fulfilment.

FORMS OF ACTIVITY

Article 4

INEX-SDA develops the following forms of activity:

1. Volunteer projects

Organization and implementation of short-term and long-term volunteering projects at national and international level, within which socially useful work with educational content is performed. These projects are focused on:

- meeting and voluntary activities of young people,

- maintenance and protection of cultural, historical and natural monuments and sites,
- cooperation and assistance in the social field,
- helping small municipalities and communities,
- activities promoting positive alternative trends in society, such as sustainable living, etc.
- creating opportunities for meaningful engagement of disadvantaged young people, expanding their opportunities for purposeful spending of free time and interesting forms of participation in society,
- involving people in voluntary activities abroad and facilitating the exchange of experience between countries around the world,
- cooperation with networks of foreign volunteer organizations,
- acting against xenophobia in society,
- efforts to involve citizens in public affairs.

2. Education

- organization of seminars and thematic meetings about current issues in society contributing to the transfer and acquisition of experience,
- organization of internships, courses and other forms of training of volunteers,
- creating conditions for deepening general, professional and language knowledge,
- providing information and training on work with volunteers and environmental, developmental and intercultural education.

3. Enlightenment

- promoting volunteering and active citizenship,

- organization of cultural and educational events,
- lobbying and influencing public opinion in accordance with the goals of the Association,
- publishing educational and promotional materials,
- production and distribution of items promoting the idea of volunteering.

INEX-SDA, r. a. also fulfils its aims by other activities that are not in conflict with Article 2 and valid laws.

MEMBERSHIP

Article 5

Members of INEX-SDA, r. a. become all natural or legal persons who identify with the aims of the Association, participate in the forms of activities of the Association, fulfil the obligation to pay membership fees for the given calendar year and their membership is approved by the Board.

Article 6

The amount of the membership fee is determined annually by the General Assembly on a proposal from the Board.

Article 7

Rights and obligations

Members of INEX-SDA, r. a. have the right:

1. to be informed about events in the Association
2. to participate in the activities of INEX-SDA, r. a.
3. enjoy the benefits of membership
4. elect and be elected members of INEX-SDA, r. a.
5. to comment on issues of activity of INEXSDA, z.

Members of INEX-SDA, r. a. have the obligation to:

1. participate in the General Assembly of Members
2. spread the reputation of the Association and do not take any action contrary to the interests of the Association
3. pay the membership fee in time

Article 8

Termination of membership occurs:

- a) on the day of delivery of the member's decision to terminate his / her membership,
- b) failure to pay the membership fee by 31st March of the calendar year following the calendar year in which the member paid the membership fee
- c) exclusion based on a decision of the Board in the event that the activity of a member is in gross violation of the statutes of INEX-SDA r. a.,
- d) not participating in two consecutive regular GAs
- e) demise of the Association

Article 9

List of members

The Association maintains a list of members. The list shall include the name and surname of the member, his / her place of residence, date of birth, e-mail address, date of admission as a member and, where applicable, the affiliated association to which he / she belongs.

The list is kept in electronic non-public form and the members of the Association are available for preview at the headquarters of the Association. Changes in the list are made by the director of the Association based on a decision of the Board.

GENERAL ASSEMBLY

Article 10

The supreme body of INEX-SDA, r. a. is the General Assembly, which meets at least once a year. Members attend GA meetings in person or through authorized representatives. One member may represent a maximum of two absent members.

Article 11

INEX-SDA, r. a. General Assembly:

- a) approve:
 - i. the statutes of the Association and their changes;
 - ii. financial statements and management report of the Association,
 - iii. budget of the Association;
- b) elect and remove members of the Board;
- c) elect and remove members of the Audit Committee;
- d) approve the establishment of regional branches;
- e) decides on other issues, as long as it implies from the law or from these statutes. (e.g. the dissolution of the Association, the amount of membership fees, etc.)

Article 12

The General Assembly is quorate if at least an absolute majority of members is present. All decisions of the General Assembly shall be taken by an absolute majority of the votes present (unless otherwise stated in the statutes).

Article 13

The Extraordinary General Assembly is convened:

- a) by decision of the Board;
- b) at the written request of at least one third of the members addressed to the chairperson;

- c) at the request of the Audit Committee addressed to the chairperson of the Association,
- d) when the required number of members does not participate in the regular General Assembly. In such a case, the extraordinary General Assembly is convened within 1 month of the original date and it is quorate regardless of the number of members present or their authorized representatives.
- e) If the number of Board members falls below 3 or the Audit Committee below 2, the chairperson convenes an extraordinary General Assembly within 1 month, which elects the missing members of the bodies of the Association and it is quorate regardless of the number of members present or their authorized representatives.

THE BOARD

Article 14

The Board consists of 5 members. The members of the Board shall be elected by the General Assembly by secret election for a period of two years. If the General Assembly is not held before the expiry of that period, the term of office shall run until the next General Assembly.

The Board elects from among its members the chairperson and vice-chairperson of the Association. The other members of the Board may be responsible for individual areas of activity of INEX-SDA, r. a.

Article 15

The Board of INEX-SDA, r. a.:

- a) approves strategic decisions on the aim of the organization;
- b) implements the resolutions of the General Assembly;
- c) appoint and remove the Director;
- d) approves the internal documents of the Association;

- e) approves new memberships;
- f) approves other operational matters

The Board shall meet at least four times a year. Decisions shall be taken by a majority of the members of the Board present. Minutes are taken and approved by the Board from each meeting. With the agreement of all its members, the Board may meet in the form of a video or telephone conference. The adoption of a resolution by electronic means requires at least an absolute majority of votes of all Board members.

Article 16

The Board shall convene the General Assembly in writing at least 20 days in advance. The Board proposes the agenda of the meeting, organizes its proceedings, and makes minutes.

CHAIRPERSON OF THE ASSOCIATION

Article 17

The chairperson of the Association is the statutory body of INEX-SDA, r. a. It shall act on its behalf, manages the work of the Board and convenes its meetings. He / she is responsible for his / her activities to the INEXSDA, r. a. The chairperson may authorize another person to act on behalf of the Association based on a written authorization.

DIRECTOR AND EMPLOYEES

Article 18

The director is a paid employee of the Association, who manages the day-to-day activities of the main Association and is selected and removed by the Board. He shall be accountable to the Board at its meetings and keep the Board informed of events in the main Association.

Before GA he / she reports on the activities and economy of the main Association, including the financial report. The composition of the employee team is the responsibility of the director.

AUDIT COMMITTEE

Article 19

The Audit Committee consists of 3 members who are elected by the General Assembly by secret election from INEX-SDA, r. a. members for a period of two years. If the General Assembly is not held before the expiry of that period, the term of office shall run until the next General Assembly.

Audit Committee:

- a) controls the management of INEX-SDA, r. a. at all levels and monitors whether the funds received are spent in accordance with the interests and objectives of INEX-SDA, r. a. and according to the approved budget.
- b) supervises that INEX-SDA, r. a. operates in accordance with applicable legal regulations, the statutes of the Association and other internal documents,
- c) supervises the activities of the Board and, if necessary, interpellate the director and the Board of the Association.

The Audit Committee elects its chairperson from among its members. Members of the Audit Committee may attend Board meetings. The Audit Committee has the right to object to a decision of the Board which has to deal with that objection. If the Board fails to fulfil its obligations under these statutes and applicable legislation, the Audit Committee shall convene an extraordinary General Assembly.

REGIONAL BRANCHES

Article 20

INEX-SDA, r. a. develops regional activities and may establish regional branches for this purpose, with the aims and management defined in their organizational rules.

Article 21

A regional branch may be established by a group of at least 3 members of INEX-SDA, r. a., which identifies and accepts the statutes of INEX-SDA, r. a. The establishment of a regional branch has to be approved by the General Assembly. Regional branch has its own legal subjectivity. The body of the regional branch is the Assembly of Members, which elects at least a three-member Executive Committee and a chairperson from among its members for a two-year period. The statutory body of the regional branch is its chairperson.

All natural or legal persons who apply to become members of the regional branches shall, at the same time, fulfil the conditions contained in Article 5 of the Statutes. With the approval of the Board, a natural or legal person may retain membership of the main Association, even after termination of membership in a regional branch.

A more detailed regulation of the structure and operation of the regional branch is contained in the organizational rules approved by the Assembly of Branch Members.

The rights and obligations of each regional branch towards INEX-SDA, r. a. are determined by the Board through a cooperation agreement. Only the members of INEX-SDA, r. a. can become members of regional branches. The management of the regional branch is separated from the management of INEX-SDA, r. a. on the day of the establishment of the legal personality of the branch.

Article 22

Regional branch expires:

- if the number of members falls below three
- on the proposal of the Assembly of Branch Members

Upon the dissolution of a branch, the Assembly of Members or the General Assembly entrusts one or more persons to ensure the liquidation of the property.

In the event of a liquidation surplus after the satisfaction of all liabilities, the surplus will preferably be offered to take over by INEX-SDA, r. a. The remaining assets are allocated to non-governmental non-profit subjects pursuing a similar objective. INEX-SDA, r. a. assumes no liability in the case of unresolved obligations.

MANAGEMENT OF ASSOCIATION

Article 23

Income of INEX-SDA consists of:

- a) income from membership fees, the amount of which is determined by the General Assembly,
- b) income from own activities,
- c) contributions from public funds,
- d) donations and grants from natural or legal persons,
- e) other income permitted by law that does not contradict the aims of the Association.

INEX-SDA, r. a. and regional branches keep clear records of management within their competence, are responsible for their own management and submit to the GA annual management report.

Article 24

The expenditures of INEX-SDA, r. a. are based on the budget approved by the General Assembly and ensure the fulfilment of the Association's purposes. Exceptional expenditure beyond the budget

of INEX-SDA, r. a. shall be authorized by the Board.

Article 25

The management of the Association is governed by the applicable legislation and resolutions of the General Assembly and decisions of the Board.

CHANGES TO THE STATUTES AND DISSOLUTION OF THE ASSOCIATION

Article 26

The Statutes may be amended by the General Assembly on a proposal from the Board. The draft amendments shall be made available to INEX-SDA, r. a. members at least 15 days before the General Assembly.

Article 27

The General Assembly, which is to comment on the dissolution of the Association, is convened at least 20 days in advance and the proposed agenda must include a proposal for the dissolution of the Association. At least half of the INEX-SDA, r. a. members must attend the General Assembly. If this number is not reached, a new meeting of the General Assembly shall be convened within 15 days and may decide the matter regardless of the number of members present. The dissolution of the Association must be approved by a 2/3 majority vote of the members present.

Article 28

In the event of dissolution of the Association, the General Assembly entrusts one or more persons with the liquidation of property. The property shall be allocated to non-governmental non-profit entities pursuing a similar objective, unless otherwise determined by the General Assembly prior to the dissolution of the Association.