



CBS Sport Constitution

In the event of any conflict between the wording of the Danish and the English version, the wording of the Danish version shall prevail in all respects.

Frederiksberg, 2nd of April 2014

Paragraph 1. Name and residence

The name of the association is Copenhagen Business School Sport (CBS Sport). CBS Sport has its place of residence in the municipality of Frederiksberg

Paragraph 2. Objectives

The objectives of CBS Sport is to promote the possibilities of exercising sport among students and staff at Copenhagen Business School (“CBS”), and thereby secure a good working and student environment at CBS.

Paragraph 3. Membership

Members are those who have paid the membership fee to CBS Sport, together with the ones who by Paragraph 4(2) are exempt for the membership fee.

(2) Members are obligated to follow the rules and recommendations set forth by the Board.

(3) Is a member in arrears in the payment to CBS Sport, this member shall be excluded from the association.

(4) The Board may expel a member if especially egregious circumstances are present. The decision of final exclusion will be notified in writing with the reason(s) to the member. However, where the exclusion does not occur because of arrear of payment to CBS Sport, the decision can be appealed at the next General Assembly, however without any right of voting.

Paragraph 4. Membership fee and finance

The membership fee will be determined by the Board. The fee is determined



biannually.

(2) Sports Responsible, team responsible, coaches and members of the Executive Management and members of the Board can choose between;

- a. To be relieved from paying the membership fee, or
- b. Receive compensation or other benefits determined by the Board at the inaugural meeting, see Paragraph 8(1). However, the compensation or benefit cannot value more than twice the membership fee.

(3) The accounting year of CBS Sport is the calendar year (01 January to 31 December)

(4) The audited financial report together with the budget for the current year is presented and approved by the Board, no later than ultimo March before the holding of the Annual General Meeting

(5) Each Sports Responsible shall draw up a budget for the coming year and submit it to the Cashier at ultimo November.

Paragraph 5. Annual General Meeting

The Annual General Meeting (“AGM”) is the highest authority of the association.

(2) The AGM is held ultimo March/primo April and is to be notified with a minimum of 4 weeks by the Board.

(3) Call of the AGM is made by legible advertisement at the homepage of CBS Sport, indicating time, place and deadline for submission of proposals to the AGM. The advertisement shall specify where the Agenda and the draft proposal of the financial report can be found.

(4) Proposals to the AGM have to be received by the Board no later than twelve (12) days before the meeting.

(5) The AGM is open for everyone interested and is quorum when duly summoned. Everyone attending who has been members more than 3 months, cf. Paragraph 3, has the right to vote. If the attendant is not apparent on the Cashier’s member list, it is the attendant’s responsibility to verify his/hers membership by valid proof of



payment of the member fee.

(6) No vote may be cast by proxy.

(7) The agenda of the General Meeting must include the following points each year and more points are encouraged:

- a. Election of a Chairperson and a minute taker
- b. The Chairman's report
- c. Submission and approval of the audited annual report for the previous year
- d. Submission of the budget for the current year
- e. Proposals
- f. Election of Board Members (Chairman, Vicechairman and Cashier are elected for a 2-year period,
every other Board Member are elected for a 1-year period)
- g. Election of Sports Responsible
- h. Election of auditor
- i. Any other business (no decisions can be made under this point)

(8) It is only possible to vote on points that are on the agenda of the AGM

(9) Election of Board Members are made by written ballot and by simple majority. The Chairperson has the authority to decide a written ballot to be unnecessary and instead make a straw poll tallied by show of hands. It takes one (1) member to request a written secret ballot.

(10) Candidates, who do not achieve election, will become alternates to the Board Member positions that they enrolled for at the General Assembly. The Chairman has no alternate. The order of the candidates is set by the number of votes casted. In case of equality of votes, there will be reelection between the candidates concerned. In case of equality of votes at the reelection the order of the candidates will be set at by the Board at the inaugural meeting cf. Paragraph 8(1).



Paragraph 6. Extraordinary General Meeting

Extraordinary General Meeting will be held if it is requested in writing, signed by at least one third (1/3) of the members, or at request of a majority of the Board.

(2) Call of the Extraordinary General Meeting is made by legible advertisement at the homepage of CBS Sport, indicating time, place and the Agenda. The call shall be made with at least 14 days notice.

(3) Between two General Meetings there has to be a period of one (1) month.

Paragraph 7. Election for the Board

The Board is highest responsible of CBS Sport

(2) The Board consists of six (6) members; a Chairman, a Vicechairman, a Cashier and three (3) rank and file members.

(3) Election to the Board, along with reelection, happens at election at an AGM.

(4) The Chairman of the Board is on election in odd years and is elected for a period of two (2) years. The Vice chairman as well as the Cashier are on election in even years and are elected for a period of two (2) years. The remaining Board Members are up for election every year.

(5) Members of CBS Sport are eligible to the Board.

(6) At the time of election at least two (2) students enrolled at CBS must be represented in the Board.

(7) It is possible for a candidate to be elected to the Board in absentia as long as the one in question has sent a signed expression of his/hers wish to enter the Board.

(8) Should a Board Member choose to leave the Board within the election period, the alternate will substitute. In case of the Chairman leaving the Board, the Vicechairman will substitute. In the absence of alternates, the Board can elect an alternate who will substitute until the next AGM. If the number of Board Members, elected at AGM, becomes lesser than 4, there is to be held a by-election at an Extraordinary General Meeting.



(9) Any given sport can at most be represented in the Main Board with three votes. If a member of the Main Board is participating in two or more sports, this member represents all of the sports in question.

(10) At least three sports have to be represented with a member in the Main Board.

Paragraph 8. The work of the Board

The possibly retiring Chairman of the Board calls for an inaugural meeting which will be held at the latest two weeks after the AGM. The agenda must include the following points:

- a. Approval of the summary of the AGM
- b. Possibly election of a Chairman to the Board
- c. Assignment of responsibilities
- d. Submission of the Rules of Procedure for approval
- e. Fixing compensation and benefits to the fee-paying volunteers
- f. Possibly determination of the order of the alternates, cf. Paragraph 5(10)

Revision of Rules of Procedure during the election period must be approved by the majority of two third (2/3) of the Board.

(2) The election period of the Board runs from the election at the AGM to the next AGM. If the Chairman should retire, the retiring Chairman will continue as an indicative observer up to and including November in the following Board.

(3) The Board meets, when a member requests.

(4) All members of the Board must be called for every Board Meeting.

(5) Board meetings are usually behind closed doors but the Board can invite persons to participate.

(6) There will be kept a decision record with any minority comments at every Board Meeting. The record must be approved at the following Board Meeting and must be sent out to all the members, by the Board. Records must furthermore be available for



all members of CBS Sport.

(7) The Board has a quorum when at least four (4) Board Members are present. Every Board Member has one vote. It seeks to reach agreement by simple majority among the attending Board Members. In the event of a tie, the vote of the Chairman account for two (2) votes. A vote will be done in writing, if at least one member makes the request.

(8) One sport may only be represented in the Board with three (3) votes. If a member of the Board participates in two (2) or more sports, this Board Member represents all the sports concerned.

(9) A minimum of three (3) sports must be represented with a member in the Board.

(10) Recruitment or any other form of association of persons, conducting one or more of the activities of CBS Sport, must be approved by the Board.

Paragraph 9. The Executive Management

The Executive Management handles tasks connected to the daily operation of the club, and is responsible to secure implementation of the strategies and goals which are set by the Main Board. The Executive Management furthermore handles the task of securing cooperation and communication across the club.

Part 2. The Executive Management is chosen by the Main Board, and the members of the Executive Management each have a specific workspace which they are responsible for.

Part 3. When a member resigns from the Executive Management, the free position will be advertised by the Main Board, through posting on the club's website, before a new member of the Executive Management is chosen at a meeting in the Main Board, earliest 14 days after the advertisement of the free position.

Paragraph 10. The work of the Executive Management

The Executive Management shall gather, when a member wants it.



Part 2. All members of the Executive Management have to be convened for each meeting of the Executive Management.

Part 3. The meetings of the Executive Management are closed per default, however the Executive Management can invite people from outside to participate. Members of the Main Board however always have the opportunity of participating.

Part 4. At meetings of the Executive Management, decisions records are made, with potential comments from the minority of voters. The record has to be approved at the following meeting of the Executive Management, and sent out to all members of the Executive Management. Records furthermore have to be accessible for all members of CBS Sport.

Part 5. The Executive Management can recruit project managers and volunteers in committees underneath the Executive Management.

Paragraph 11. The Sports Council

The Sports Council must perform and optimize all sports sporting interest on equal terms.

(2) The Sports Council consists of a Sport Responsible from every sport at CBS Sport, along with an observer from the Executive Management.

(3) Nomination to the Sports Council is done at an election at an annual member meeting in the individual sports. The sport responsible calls for this meeting, and has to be called at least 14 days before. Setting of the Sport Council happens through voting and can be done in writing, if at least one member at the meeting requests such.

(4) All the Sport Responsible are up for election every year.

(5) Selectable to the Sports Council are members of CBS Sport with a right to vote, cf. Paragraph 5(5)

(6) It is possible for a candidate to be elected to the Sport Council in absentia as long as the one in question has sent a signed expression of his/hers wish to enter the



Sport Council.

(7) If a Sport Responsible retires in an election period an alternate will substitute. In the absence of an alternate a new sport responsible is elected at an Extraordinary Members Meeting.

Paragraph 12. The work of the Sport Council

The possibly retiring Chairman of the Sport Council calls for an inaugural meeting which will be held at the latest two weeks after the AGM. The agenda must include the following points:

- a. Election of a Chairman to the Sport Council
- b. Election of alternate to the Chairman
- c. Assignment of responsibilities
- d. Submission of the Rules of Procedure for approval

The Sport Council must on the next coming meeting approve a set of Rules of Procedure. The approval must be by the majority of two third (2/3) of the Sport Council. If this is unachievable the already existing Rules of Procedure will continue. Revision of Rules of Procedure during the election period must be approved by the majority of two third (2/3) of the Sport Council.

(2) If the Chairman should retire, the retiring Chairman will continue as an indicative observer up to and including November in the following Sport Council.

(3) The Sport Council meets, when a member requests, but at least four (4) times a year.

(4) All members of the Sport Council must be called for every Sport Council Meeting, with at least 14 days notice.

(5) Sport Council Meetings are usually behind closed doors but the Sport Council can invite persons to participate.

(6) There will be kept a decision record with any minority comments at every Sport Council Meeting. The record must be approved at least a month after the Sport



Council Meeting and must be sent out to all the members of the Sport Council. Records must furthermore be available for all members of CBS Sport.

(7) The Sport Council seeks to reach agreement by simple majority among the attending Sport Responsible. Each sport has one vote in the Sport Council. In the event of a tie, the vote of the Chairman account for two (2) votes. A vote will be done in writing, if at least one member makes the request. The Sport Council has a quorum when at least two third (2/3) of the Sport Council are present.

Paragraph 13. Power to sign

The association is signed by the Chairman and the Cashier of the Board in community or in one of their absence; the Chairman or the Cashier in community with two Board Members.

(2) No individual can bind CBS Sport

Paragraph 14. Statutory changes

Statutory changes must be nominated by the Board. Proposed statutory changes must be submitted in writing to public review at least 14 days before the AGM. The AGM must decide whether the proposed statutory change can be adopted and the validity condition is, that at least two third (2/3) of the members of CBS Sport present at the AGM, votes for the statutory change.

(2) Statutory changes enter into force immediately after adoption, unless otherwise expressly ascertained.

Paragraph 15. Dissolution

Decision of dissolution of the association can only be made by a, for this specific decision convened Extraordinary General Meeting. To be a quorum, at least 50 percent of CBS Sports members must be present and for the adoption of the proposal at least three quarters (3/4) of the casted votes has to be in the advantage of the proposal. If an aforementioned majority is reached at an Extraordinary General Meeting who has not a quorum, a new Extraordinary General Meeting can be called for, where a decision of dissolution can be made whatever the number of members present might be.



(2) Settlement plan and the use of the funds of the association shall be proposed by the outgoing Board and is decided at the first AGM.

(3) In the case of dissolution of the association, the capital, real estate and movables that are intact must be used to sporting purposes, especially sporting activities at CBS or at other universities or colleges.

Paragraph 16. Statutes entry

The current statutes are adopted and in force as from the AGM of the 2nd of April 2014.