

### **PLEASE NOTE:**

This Internal Regulation isn't legally binding in English. This is merely a translation of the official Dutch document. No rights may be derived from this translation.

Kind regards,

The 27<sup>th</sup> board of G.S.Z.V. De Golfbreker

G.S.Z.V. De Golfbreker  
INTERNAL REGULATION

---

**Article 1.**

1. Registration must occur in conformity with Article 6 of the articles of association, by way of a digital member statement on the website. Thereby is signed as well for authorization for the collection of contributions, any possible costs for the participation in competitions and/or activities and for accessories ordered.
2. The members must act in accordance with the guidelines established by ACLO that regard the association. If a member fails to purchase the sports certificate, the association is authorized to collect the sum established by ACLO for the sports certificate, including fine.

**Article 2.**

1. The proceeds of the association consist of: contributions, starting permit fees, administration costs, subsidies, proceeds from games, activities and accessories, interest from funds invested, extraordinary income, as well as contributions from sponsors and members of the Club of 25.
2. The contribution is the same amount for every member. Members who are in the possession of a starting permit from swimming federation KNZB for G.S.Z.V. De Golfbreker also pay a starting permit fee.
3. If a member indicated before 1 October to want a membership for a half year, he owes a half-year's contribution.
4. The contribution is determined by decision of the General Meeting of Members. Before the contribution is established, it can already be collected. In case there is a difference between these amounts, the balance is settled.
5. The members authorize the association to collect the contribution amount and the administration costs at the start of the current

financial year. In case of persons who become a member during the season, within two months after registration on the website, the amount owed is collected.

6. Cancellation of the membership for the following contribution year must occur before 1 August by way of written notice addressed to the Secretary. By written notice is intended a cancellation on paper or via e-mail. This notice is only legally valid after the relevant member has received a confirmation of receipt from the board. The member is deregistered on the date of signing of the confirmed written notice of the member.
7. Registration for accessories occurs through the Internal Committee Coordinator. Registration, by way of a signature on the clothing list, via the website, or via e-mail, grants G.S.Z.V. De Golfbreker the right to debit the amount owed to the bank account of the relevant member.
8. Registration for a competition occurs at the Swimming Official. Registration, by way of a signature on the registration list, via the website, via the on-line registration form, or by e-mail, grants G.S.Z.V. De Golfbreker the right to debit the amount owed to the bank account of the relevant member.
9. Registration for an activity occurs at the organization of the activity. Registration, by way of a signature on the registration list, via the on-line registration form, or via e-mail, grants G.S.Z.V. De Golfbreker the right to debit the amount owed to the bank account of the relevant member.
10. If the board deems such necessary, the amount due for a registration, possibly facilitated by a committee, can be collected by G.S.Z.V. De Golfbreker from the account of the relevant member by way of an authorization. The member must be or have been registered to such effect in accordance with what is described in art. 2 section 7, 8, and/or 9 of this Internal Regulation.
11. Members of the Club of 25 of G.S.Z.V. De Golfbreker annually pay a contribution of at least 25, in words twenty-five, Euros.

12. G.S.Z.V. De Golfbreker applies a member cap when the board deems such necessary. In case at a practice session more than sixty swimmers are expected, a registration list is used for the session. If on average there are 60 people for four weeks on at least one practice day, a member cap is applied automatically. This does not apply for the occasion of the 'Breekweken'.
13. Participation in activities and practice organized and/or initiated by G.S.Z.V. De Golfbreker is at your own risk.

### **Article 3.**

1. The board consists of at least five persons, who are designated by the General Meeting of Members. At least three members of the board are registered as students at the university Rijksuniversiteit Groningen or at the academy Hanzehogeschool in Groningen.
2. At least the following functions are fulfilled on the board: President, Secretary, Treasurer, Internal Committee Coordinator, and Swimming Official. One person can fulfill multiple functions, with due regard for what is established in the Articles of Association, and with the proviso that none of the board members may fulfill more than two functions.
3. The board appoints at least one person from its midst as a general delegate to the umbrella organization, the ACLO.
4. The board appoints at least one person from its midst as a general delegate to the foundation Stichting NSZ.
5. In case of a transfer of administration, the board stepping down makes sure that the acceding board further governs the association in a responsible manner. The board stepping down during the starting period thereby functions as an advisory body.
6. The board is responsible for Golfbreker accessories. Golfbreker accessories are donated to the association by the board stepping down at the General Meeting of Members.
7. The board is responsible for Golfbreker items. Golfbreker items are offered to the association and these must be hammered in at the General Meeting of Members.

8. The ritual conquest of Golfbreker accessories and -items occurs in accordance with the rules of Stichting NSZ.
  - a. An exception to this is that it is permitted to members of Golfbreker to conquer items from their board at Meetings of Members.

## **Article 4.**

1. The President moderates the presides the meetings and thereby establishes the points of order. The President ensures the implementation of all decisions of the board meeting and the General Meeting of Members.
2. In case of absence, the President is replaced by another board member who is to be designated by the board.
3. The President has the right at all times to attend the meetings of a committee. He/she, however, only has an advisory vote at these meetings.

## **Article 5.**

1. The Secretary keeps the list of members, keeps minutes for the meetings, manages the archive, conducts correspondence, and keeps copies of the latter.
2. At the General Meeting of Members at the beginning of the season, the Secretary presents a report on the activities of the past year.
3. The Secretary must publish the minutes of the General Meeting of Members within a two-month term.

## **Article 6.**

1. The Treasurer manages the monetary funds, regularly does the accounts, collects the funds, and signs the discharges.
2. The Treasurer requires approval from the board for all important expenses.
3. The Treasurer presents a report at the General Meeting of Members at the start of the season regarding the state of the monetary funds and submits a budget for the current year for

approval. The Treasurer may be called to account for the funds under his/her control.

4. The Treasurer invests any possible surplus in consultation with the board.
5. The accounts for the past year are controlled in conformity with Article 16 of the Articles of Association.
6. In case of stepping down intermediately, the Treasurer at least eight days before his/her resignation present his/her accounts to the Audit Committee. The Audit Committee subsequently presents its report to the board within eight days and to the next General Meeting of Members.
7. The Audit Committee must control the accounts of G.S.Z.V. De Golfbreker at least biannually.

### **Article 7.**

1. The Internal Committee Coordinator coordinates the work of the committees that are created by the board. He/she defends the interests of these committees before the board.
2. The Internal Committee Coordinator has the right to attend every meeting of the committees under his/her auspices.
3. The Internal Committee Coordinator is responsible for the sales of accessories within the association.

### **Article 8.**

1. The Swimming Official coordinates training, trainers, and competitions. The Swimming Official defends the interests of the members within the board.
2. The Swimming Official has the right to attend every meeting of the committees under his/her auspices.

### **Article 9.**

1. At the first General Meeting of Members of the season, an Audit Committee is elected, consisting of at least two regular members of the association. Members who are a part of the current board may not take a seat on the Audit Committee.

2. Members may be a part of the Audit Committee for a maximum of two consecutive terms.

### **Article 10.**

1. The board can seek the assistance of one or several committees.
2. The formation of a committee occurs upon proposal of the internal committee coordinator or of at least two other board members.
3. The board appoints the members of a committee and chooses a president from their midst.
4. The members have a seat on the committee for an indefinite time or for as long as it is established upon their appointment by the president of the committee. The committee members can be relieved from their function by the board.
5. Presidents of a committee must be present at a General Meeting of Members, jointly with at least one other committee member. In case a president is incapable to attend, he is supposed to designate a different delegate from the committee.

### **Article 11.**

1. The board has the authority to suspend regular members and candidate members for a period of a maximum of ninety days.
2. The decision to suspend must be communicated in writing, including substantiation, by way of registered mail to the person or persons concerned.
3. By suspension is intended: the declaring temporarily lapsed the membership, during which period the suspended person or persons has or have no other rights or obligations than the settlement of contributions, to defend him-/themselves in disciplinary cases or disputes and to ask to be pardoned.
4. The person or persons suspended can appeal against a decision to suspend before the General Meeting of Members.

5. If a member is suspended by the federation KNZB, this suspension is adopted without any legal instruments being available against it than those provided for in the regulation of the KNZB.
6. Costs regarding disciplinary cases are claimed by the association from the suspended person or persons.
7. In case of non-payment, misconduct, or harm to the interests of the KNZB and/or the association, upon proposal of the board by decision of the General Meeting of Members, the membership can be declared lapsed.

### **Article 12.**

1. The President has the right to convene meetings of the board as frequently as he/she deems such necessary. He/she is obligated upon request of at least two other board members to convene a board meeting.
2. The President has the right to close deliberations when he/she believes that the meeting has been sufficiently informed, though he/she is obliged to reopen the meeting again in case at least one-third of the number of voting members expresses the wish to do so.

### **Article 13.**

1. The board is obliged to organize a General Meeting of Members at least once a year, in conformity with what is established in Article 17 of the Articles of Association.
2. The board can organize a General Meeting of Members upon request of the members. The board is obligated to do so if the request was signed by at least five voting members.
3. Proposals of the members for a General Meeting of Members must be submitted, signed by at least five voting members, at least three times twenty-four hours before the start of the meeting, to the secretary.

### **Article 14.**



1. Barring cases for which the Articles of Association or the Internal Regulation decide otherwise, decisions are taken by absolute majority of the votes.

### **Article 15.**

1. In case of a written vote, the General Meeting of Members designates two persons from its midst, about whom it is impossible to vote, who count the votes cast.

### **Article 16.**

1. Invalid ballot papers are:
  - a. Signed ballot papers;
  - b. Ballot papers that do not clearly indicate a choice;
  - c. Blank ballot papers.
2. Invalid ballot papers are considered votes not cast.

### **Article 17.**

1. Every member is assumed to be aware of what is established in the Articles of Association and the Internal Regulation. These documents are available when a member logs in on the website of G.S.Z.V. De Golfbreker.

### **Article 18.**

1. The Internal Regulation can be modified by decision of a General Meeting of Members, by a majority of at least two-thirds of the number of votes cast validly.

### **Article 19.**

1. In all cases in which the Articles of Association or the Internal Regulation do(es) not provide for, the board decides, if possible after having heard the members.

### **Article 20.**

1. This regulation or modifications to this regulation only enter(s) into effect fourteen days after adoption by the General Meeting of Members.

### **Article 21.**

1. In order to prevent that liability questions must be answered, rules of conduct have been drawn up. These rules of conduct are stipulated in the document 'Code of conduct G.S.Z.V. De Golfbreker'.
2. Every member is assumed to be familiar with the code of conduct of G.S.Z.V. De Golfbreker.
3. If a member does not observe the code of conduct of G.S.Z.V. De Golfbreker, the board can appeal to Article 11 of the Internal Regulation.