

BY-LAWS

WAGENINGEN STUDY ASSOCIATION FOR
FOREST- AND NATURE CONSERVATION
SYLVATICA



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Concept definition

Article 1

1. The association in question stands for: Wageningse Studenten Bos- en natuurbeheer Vereniging Sylvatica (Wageningen Study Association for Forest- and Nature Conservation Sylvatica).
2. Member stands for: a member of the Wageningse Studenten Bos- en natuurbeheer Vereniging Sylvatica.
3. Board member stands for: a board member of the Wageningse Studenten Bos- en natuurbeheer Vereniging Sylvatica.
4. The board stands for: the board of the Wageningse Studenten Bos- en natuurbeheer Vereniging Sylvatica.
5. Committee stands for: a committee of the Wageningse Studenten Bos- en natuurbeheer Vereniging Sylvatica.
6. President stands for: President of the Wageningse Studenten Bos- en natuurbeheer Vereniging Sylvatica.
7. Secretary stands for: Secretary of the Wageningse Studenten Bos- en natuurbeheer Vereniging Sylvatica.
8. Treasurer stands for: Treasurer of the Wageningse Studenten Bos- en natuurbeheer Vereniging Sylvatica.
9. Commissioner of Education stands for: Commissioner of Education of the Wageningse Studenten Bos- en natuurbeheer Vereniging Sylvatica.
10. Commissioner of Public Relations stands for: Commissioner of Public Relations of the Wageningse Studenten Bos- en natuurbeheer Vereniging Sylvatica.
11. Commissioner of Internal Affairs: Commissioner of Internal Affairs of the Wageningse Studenten Bos- en natuurbeheer Vereniging Sylvatica.
12. Students of Forest- and Nature conservation stands for: all students who study BSc Bos- en Natuurbeheer, MSc Forest and Nature Conservation or the Forest and Nature Conservation pre-master at Wageningen University and Research.
13. University stands for: 'Wageningen University and Research'.
14. A year-round committee stands for: a committee that is permanently manned.
15. A climax committee stands for: a committee that is terminated after reaching the appointed goal stated in the bylaws.

Statutes and by-laws

Article 2

1. All members, including board members, must at all times adhere to the statutes and bylaws of the association.
2. The by-laws and the statutes can be requested from the board by any member of the association.
3. Modifications of the statutes need to take place conform Article 15 and 16 of the statutes.
4. Modification of the by-law of the association.
 - a. Proposed changes of the by-law of the association can be requested by the board or at least ten members of the association.
 - b. Proposed changes need to be voted on at the General Assembly and when there is an absolute majority, the proposed changes will be adopted.
 - c. The board is authorised to make spelling corrections and format changes of the by-laws, without a preceding voting during the General Assembly, provided that the meaning of the article is not changed.
5. In all cases where the by-law and the statutes are not sufficient, the General Assembly will decide.
6. Urgent cases.
 - a. In urgent cases the board decides under approval of the General Assembly afterwards.
 - b. If at a General Assembly the decision of the board is disapproved, the decision needs to be undone as best as possible.
7. With the approval of these by-laws the previous by-laws are expired.

Board and board tasks

Article 3

1. Dividing functions.
 - a. The board consists of at least three persons: President, Secretary and Treasurer, and a maximum of nine persons.
 - b. In case there is no board of six people then the functions will be divided under the board members as in Article 4. in a way that the board can function without six members.
 - c. In case the board consists of more than six board members, the board can, in its own accord, divide the functions or can create new functions with approval of the General Assembly.
2. The board members will be appointed by the members of the association during the General Assembly for a term of half a year, with the exception of the Treasurer who will be appointed for one year.
3. The board will propose as many candidates as there are functions to fill, these candidates can't be current or previous board members who already fulfilled this function for more than two half year terms. The current board can ask advice from the previous board about the proposed candidates. The proposed board members need to be announced by written communication at least a minimum of two weeks before the General Assembly.
4. An opponent for the board position can be proposed, provided that the opponent offers a written announcement to the Secretary of the current board, signed by a minimum of five members, at least one day before the start of the General Assembly where the changing of the board will occur.
5. Early resigning of a board member.
 - a. By early resigning of a board member the board is authorised to find a temporary replacement until the next General Assembly, which needs to occur within a period of two months after the resigning of the board member.
 - b. The proposed candidate-replacement needs to be announced in a written message by the board at least one week before the General Assembly.
 - c. An opponent can be posed, provided that the opponent offers a written announcement to the Secretary of the current board, signed by a minimum of five members, at least one day before the start of the General Assembly where the change of the board will occur.
 - d. In this General Assembly a replacement of the board member will be appointed until the term of the replaced board member ends. At the next board change this replacement can be re-elected.
6. A board member can only make official agreements in the name of the association with approval of the board.
7. During the General Assembly a board member can be dismissed or suspended. For this decision a majority is needed of two/third of the votes.
8. The board can suspend or dismiss a board member until the next General Assembly, which has to occur in a period of not more than one month.
9. All members can read the minutes from board meetings.

Article 4

1. The President.
 - a. The President provides order during the board-, governing board-, and General Assembly.
 - b. The President provides all the agendas of the board-, governing board-, and General Assembly.
 - c. The President officially opens the board-, governing board-, and General Assembly.
 - d. The President is the front person of the association and has the task to keep contact with persons and institutions deemed important for the association.
 - e. The President ensures that all the decisions made during the governing board-, and General Assembly will be carried out.
 - f. The President supervises that members and board members act in compliance with the statutes and by-laws.
 - g. The President is responsible for a year report and a half year report, with an update on the association, during the general assemblies with a board change.

- h. When the President is not present the vice-President is responsible for the President's tasks.
 - i. The President is authorised to sign on behalf of the association.
 - j. The President is responsible for the annual report of the financial year. This annual report contains a description of the activities and finances and contains the minutes of the assemblies of internal affairs and general assemblies. The report is spread among the members and alumni via email.
2. The Secretary.
- a. The Secretary is responsible for all the incoming and outgoing mail and e-mail.
 - b. The Secretary saves all the relevant incoming mail and e-mail and saves a copy of all the relevant outgoing mail and e-mail and communicates this during the board meetings.
 - c. The Secretary keeps contact with the University concerning facility management.
 - d. The Secretary is responsible for all the minutes of the board meetings, assemblies of internal affairs, and general assemblies and is responsible for mailing these reports to all the members present at the meetings and interested members. The Secretary also compiles these reports.
 - e. The Secretary is responsible for making a report from all the board meetings, assemblies of internal affairs, and general assemblies and will process notes and remarks on the report.
 - f. The Secretary provides an attendance list during assemblies of internal affairs, and general assemblies.
 - g. The Secretary is responsible for all reservations of the University facilities for activities of the study association.
 - h. The Secretary is responsible for the statutory announcement of a General Assembly.
 - i. The Secretary is responsible for the archive of the association.
 - j. The Secretary is the contact point for other study associations.
 - k. The Secretary is the vice-President.
 - l. The Secretary is authorised to sign on behalf of the association.
 - m. The Secretary keeps up the membership records.
 - n. The Secretary is member of the Dot.com
3. The Treasurer.
- a. The Treasurer manages the money flows, registers these, and reports these during the board meetings.
 - b. The Treasurer is responsible for the incoming membership fee.
 - c. The Treasurer does all the expenses, only in the association's interest.
 - d. The Treasurer is responsible for the year budget and the financial year report.
 - e. The Treasurer archives the financial papers after the former Treasurer has been discharged.
 - f. The Treasurer can't be discharged before the Kascontrolecommissie (Financial Control Committee) has checked the financial situation of the association and approved it.
 - g. The Treasurer is authorised to sign on behalf of the association.
4. The Commissioner of Education.
- a. The Commissioner of Education needs to be informed about developments in the field of education that are relevant to the members of the association.
 - b. The Commissioner of Education is responsible for the organisation of student-for-a-day programs.
 - c. The Commissioner of Education keeps in contact with OpCie.
 - d. The Commissioner of Education is a member of the Education Committee.
 - e. The Commissioner of Education is responsible for the organisation of the mentor programme for first year Bachelor and Master students Forest and Nature Conservation.
5. The Commissioner of Public Relations.
- a. The Commissioner of Public Relations is President of the Sponcie.
 - b. The Commissioner of Public Relations is responsible for the gifts at constitution drinks and other matters where a gift on behalf of the board is desired.
 - c. The Commissioner of Public Relations reads the magazines of other study associations and other relevant organisations and selects what may be important for the association; the Commissioner of Public Relations reports the important matters during the board meetings.
 - d. The Commissioner of Public Relations strives to organize or support at least one activity or event per year with the goal of improving the public image of the association or bringing attention to the association in a positive way.

- e. The Commissioner of Public Relations is in charge of monitoring the corporate identity of the association.
 - f. The Commissioner of Public Relations is responsible for updating the social media and other promotion platforms of WSBV Sylvatica.
6. The Commissioner of Internal Affairs.
- a. The Commissioner of Internal Affairs provides an overview on the activities of the committees to the board.
 - b. The Commissioner of Internal Affairs is responsible for the coordination of activities of the various committees and those of the board.
 - c. In case of problems in a committee the Commissioner of Internal Affairs will take action and will provide a quick solution.
 - d. The Commissioner of Internal Affairs is responsible for the contact between the board and committees except during assemblies of internal affairs.
 - e. The Commissioner of Internal Affairs must ensure that committees will adhere to the statutes and bylaws of the association.
 - f. The Commissioner of Internal Affairs updates the digital calendar for the committee members and makes an overview of all the activities per period and an overview of all the activities in the academic year for all the members of the association.
 - g. The Commissioner of Internal Affairs is responsible for creating the climax committees.

Committees

Article 5

1. A committee is a group of members who under the responsibility of the association pursue a common goal or common goals will, which are of interest for the association.
2. Establishment of a committee.
 - a. A committee is established during a General Assembly.
 - b. The committee needs to present their goal(s) during this General Assembly.
 - c. To establish the committee, the committee needs to be voted in and the proposal of the committee is approved when an absolute majority of the votes is reached.
 - d. The board has the right to temporarily approve a committee. This is possible until the next General Assembly, when the committee needs to be voted in by a majority of the members present at the General Assembly.
3. The abolishment of a committee.
 - a. A committee can be abolished during a General Assembly.
 - b. Proposal for the abolishment of a committee needs to come from the board or a minimum of five members of the association.
 - c. There needs to be voted for the abolishment of a committee and an absolute majority of the votes is needed to approve this proposal.
4. Members of the association can become a member of a committee when this is fully supported by an absolute majority within the committee.
5. The board has the power to discharge a committee member.
6. All members of the committees need to be a member of the study association, except when the by-law implies differently.
7. All committees need to inform the board about their current committee members and their functions distribution. Changes in distribution of the functions, need to be announced to the Commissioner of Internal Affairs.

Article 6

1. When the committees do not adhere to the by-laws or the statutes the board has the right to prohibit all the activities until the next General Assembly.
2. Committees need to stay in contact with the board concerning all their activities; this can be through contact with the Commissioner of Internal Affairs or during assemblies of internal affairs.
3. The committees are obligated to give the board insight in the financial status when the board requires this.
4. Committees are only allowed to spend money when the board approves the budget or the action, except when the by-law states differently.
5. Declarations of expenses made by committees or (committee) members should be made within the financial year (starting and ending on the GMA in November) in which the expense has taken place. If the concerning financial year has passed, the final deadline for declaring expenses from this financial year is on December 1st . If the member/committee does not declare the expenses within this period, the payment of these expenses will be borne by the member or the committee itself. Only in consultation with the board, prior to the declaration deadline, can this period be postponed to how both parties see fit.
6. When an activity costs a committee (and thus Sylvatica) €200,- or more, the budget, including the program, of the activity needs to be approved by the board. The proposal must be sent to the board at least two weeks prior to the activity so the board can correct miscalculations or things that are missed by the committee in order to prevent unforeseen problems or costs. Committees are obligated to have an archive.
7. It is obligatory for committees to provide contact details of one of the committee members for an activity with a maximum number of participants.
8. Committees with expenses are obligated to keep a ledger.

Article 7

1. The Hinkelnymf is a year-round committee.
2. The Hinkelnymf has the goal to provide the periodical magazine of the association.
3. The Hinkelnymf publishes a minimum of four editions of the magazine per year.
4. The Hinkelnymf consists of at least three members. The following functions must be fulfilled: chairperson, secretary and treasurer.
5. The board has the obligation to support the Hinkelnymf committee and to do everything in their power (within reason) to avoid the abolishment of the committee.

Article 8

1. The IFC (International Forestry Committee) is a year-round committee.
2. The IFC has the goal to improve the contact with international forestry and forest- and nature conservationist students and to improve the contact with foreign agencies and institutions that study forestry and/or forest- and nature management. The IFC also has the goal to improve contact between the international students and Dutch students.
3. The aim for the IFC is to send as many delegates as possible to IFSA events and to organise activities for members of the association to bring IFSA members closer to each other.
4. The aim of the IFC is to organise at least one activity every period of two months, with exception of the summer months.
5. The IFC board consists of at least three members. The following functions must be fulfilled: chairperson, secretary, treasurer, and Commissioner of promotion. The functions chairperson, secretary and treasurer must be fulfilled by three separate people, but the function of Commissioner of promotion may be performed as a double function.
6. When the IFC organises an activity not included in the yearly budget, they will make a new budget for this activity, in consultation with the board or approved by the board.
7. The board has the obligation to support the IFC and to do everything in their power (within reason) to avoid the abolishment of the committee.

Article 9

1. The Akcii is a year-round committee.
2. The Akcii has the goal to organise informal and/or sportive activities.
3. The aim of the Akcii is to organise at least one activity every period of two months, with exception of the summer months.
4. The Akcii consists of at least three members. The following functions must be fulfilled: chairperson, secretary, treasurer, and Commissioner of promotion. The functions chairperson, secretary and treasurer must be fulfilled by three separate people, but the function of Commissioner of promotion may be performed as a double function.
5. The board has the obligation to support the Akcii committee and to do everything in their power (within reason) to avoid the abolishment of the committee.

Article 10

1. The Wandelende Tak is a year-round committee.
2. De Wandelende Tak has the goal to make a link between the study and the working field by organising educational, but fun activities with the focus on nature.
3. The aim of the Wandelende Tak is to organise at least one activity every period of two months, with exception of the summer months.
4. The Wandelende Tak consists of at least three members. The following functions must be fulfilled: chairperson, secretary, treasurer, and Commissioner of promotion. The functions chairperson, secretary and treasurer must be fulfilled by three separate people, but the function of Commissioner of promotion may be performed as a double function.
5. The board has the obligation to support the Wandelende Tak committee and to do everything in their power (within reason) to avoid the abolishment of the committee.

Article 11

1. The Paparazzi is a year-round committee
2. The Paparazzi has the purpose of making photographs at all the activities that are organised by or affiliated with WSBV Sylvatica and to archive all these photographs.
3. The Paparazzi strives to document every activity with photographs unless this is not needed in consultation with the organising committee.
4. The Paparazzi consists of at least two members. The following functions must be fulfilled: chairperson and secretary.
5. The board has the obligation to support the Paparazzi and to do everything that is in their power (within reason) to prevent the abolishment of the committee.

Article 12

1. The Sponcie is a year-round committee.
2. The Sponcie has the goal to find funding and sponsors for the association, to keep contact with the sponsors and to design merchandise.
3. The aim of the Sponcie is to get and keep as many sponsors as possible for the association.
4. The Sponcie consists of at least two members, with the Commissioner of Public Relations from the board of the association with the function of chairperson, and the function of secretary fulfilled.
5. The board has the obligation to support the Sponcie committee and to do everything in their power (within reason) to avoid the abolishment of the committee.

Article 13

1. The Kascontrolecommissie is a year-round committee.
2. The Kascontrolecommissie has the goal to check the financial situation of the association and is obligated to inform the members about the state and the correctness of the financials at the General Assembly with a presentation.
3. The function of the Kascontrolecommissie is to check the correctness of the 'Kamer van Koophandel' appointments and the contact persons for the 46.8.
4. The aim of the Kascontrolecommissie is to check the ledger of the Treasurer three times per financial year.
5. The Kascontrolecommissie has at least two members. The following functions must be fulfilled: chairperson and secretary.
6. The Kascontrolecommissie cannot have the same member two fiscal years in a row.
7. The members of the Kascontrolecommissie cannot be members of the current board.
8. The Kascontrolecommissie cannot contain over two members of the same committee.
9. The members of the Kascontrolecommissie cannot be treasurers from one of the committees in the association.
10. The Board and/or the Kascontrolecommissie, if desired, may check the committee's activities' budgets and bills, for which WSBV Sylvatica is responsible. Secondly, all budgets and bills of the committees may be checked at all times by the board and the Kascontrolecommissie.
11. The activities of committees where WSBV Sylvatica is responsible as a legal entity and which cost €200, - or more, must be checked by the board and the Kascontrolecommissie.
12. The board has the obligation to support the Kascontrolecommissie committee and to do everything in their power (within reason) to avoid the abolishment of the committee.

Article 14

1. The Dot.com is a year-round committee.
2. The aim of the Dot.com is to maintain the website of the association.
3. The aim of the Dot.com is to keep the website up-to-date.
4. The Dot.com should convey a positive image of the association on the website.
5. The Dot.com consists of at least two members. The following functions must be fulfilled: chairperson, and secretary.

6. The board has the obligation to support the Dot.com and to do everything that is in their power (within reason) to prevent the abolishment of the committee.

Article 15

1. The Hunting Committee is a year-round committee.
2. The Hunting Committee has the goal to get members acquainted with the way hunting works in theory and in practice, without giving an opinion or judgement.
3. The aim of the Hunting Committee is to organise at least one activity every period of two months, with exception of the summer months.
4. The Hunting Committee consists of at least three members. The following functions must be fulfilled: chairperson, secretary, treasurer, and Commissioner of promotion. The functions chairperson, secretary and treasurer must be fulfilled by three separate people, but the function of Commissioner of promotion may be performed as a double function.
5. The Hunting Committee shall not be organising activities that will have overlap with the activities of the Wandelende Tak (Article 10); this will be realised by proper communication.
6. The board has the obligation to support the Hunting Committee and to do everything in their power (within reason) to avoid the abolishment of the committee.

Article 16

1. The Advizii is a year-round committee.
2. The goal of the Advizii is to advise and evaluate the board.
3. The Advizii strives to attend the board meetings once per period and to attend all the general assemblies and assemblies of internal affairs. The Advizii will also inform all the members on the course of the past board term during the General Assembly in which the board changes.
4. The Advizii has the ability to suspend or fire board members in accordance with the statutes and by-laws.
5. Former board members can only join the Advizii after one or more board terms have passed since they were discharged as board members by the General Assembly.
6. The Advizii is composed of at least three members. The following functions must be fulfilled: chairperson and secretary.

Article 17

1. The Master Committee is a year-round committee.
2. The Master Committee has the goal to organise activities aimed at the students of the Master Forest and Nature Conservation.
3. The aim of the Master Committee is to organise at least one activity every period of two months, with exception of the summer months.
4. The Master Committee consists of at least three members. The following functions must be fulfilled: chairperson, secretary, treasurer, and Commissioner of promotion. The functions chairperson, secretary and treasurer must be fulfilled by three separate people, but the function of Commissioner of promotion may be performed as a double function.
5. The board has the obligation to support The Master Committee and to do everything in their power (within reason) to avoid the abolishment of the committees.

Article 18

1. The Education Committee is a year-round committee.
2. The aim of the Education Committee is to inform students about and to involve students with the education programme. The education committee thereby supports the OpCie. The Education Committee organises activities in collaboration with the student members of the OpCie in the form of discussion afternoons and discussion lunches about study related issues.
3. The Education Committee aims to consist of all the student-OpCie members together with Sylvatica members.

4. The Education Committee consists of at least three members. The following functions must be fulfilled: chairperson, secretary, treasurer, and Commissioner of promotion. The functions chairperson, secretary and treasurer must be fulfilled by three separate people, but the function of Commissioner of promotion may be performed as a double function.
5. The board has the obligation to support the Education Committee and to do everything that is in their power (within reason) to prevent the abolishment of the committee.

Article 19

1. The “Ervaren 7” is a year-round committee
2. The “Ervaren 7” has the goal to mobilise experienced members, to maintain traditions of Sylvatica and to build bridges between bachelors and masters.
3. The “Ervaren 7” strives to organise an activity once per 2 periods of 2 months.
4. The “Ervaren 7” consists of at least three members. The following functions must be fulfilled: chairperson, secretary, treasurer, and Commissioner of promotion. The functions chairperson, secretary and treasurer must be fulfilled by three separate people, but the function of Commissioner of promotion may be performed as a double function.
5. The board has the obligation to support the “Ervaren 7” and to do everything that is in their power (within reason) to prevent the abolishment of the committee.

Article 20

1. The Prakcie is a year-round committee
2. The Prakcie has as its goal to organise educational activities where you can acquire practical experience
3. The Prakcie strives to organise at least one activity per two months, summer recess excluded
4. The Prakcie strives to facilitate weekly maintenance-lunches in food forest Droevendaal.
5. The Prakcie consists of at least three members. The following functions must be fulfilled: chairperson, secretary, treasurer, and Commissioner of promotion. The functions chairperson, secretary and treasurer must be fulfilled by three separate people, but the function of Commissioner of promotion may be performed as a double function.
6. The board is obliged to support the Prakcie and do everything in her power to prevent the premature dissolution of this committee.

Article 21

1. The Bosbouwband is a year-round committee.
2. The Bosbouwband has as its goal to perform at activities.
3. The Bosbouwband consists of at least two members. The functions president and secretary must be fulfilled.

Article 22

1. The Careercie is a year-round committee.
2. The Careercie has the goal to organise career-oriented activities.
3. The aim of the Careercie is to organise at least one activity every period of four months, with exception of the summer months.
4. The Careercie consists of at least three members. The following functions must be fulfilled: chairperson, secretary, treasurer, and Commissioner of promotion. The functions chairperson, secretary and treasurer must be fulfilled by three separate people, but the function of Commissioner of promotion may be performed as a double function.
5. The association cannot claim the €2800 that was subsidised by the Kickstart Career fund. This €2800 may solely be spent by the committee on organising career-oriented activities. It is the responsibility of the treasurer of the board and the treasurer of the committee to make sure this amount of money is used for this purpose. When the amount has fully been spent, the committee will make an annual request for a budget similar to the other committees.
6. The board has the obligation to support the Careercie committee and to do everything in their power (within reason) to avoid the abolishment of the committee.

Article 24

1. The Bosbrouw is a year-round committee.
2. The aim of the Bosbrouw is to brew beverages for use during activities of the association and to organise activities related to brewing.
3. The aim of the Bosbrouw is to organise at least one activity every period of two months, with exception of the summer months.
4. The Bosbrouw consists of at least three members. The following functions must be fulfilled: chairperson, secretary, treasurer, and Commissioner of promotion. The functions chairperson, secretary and treasurer must be fulfilled by three separate people, but the function of Commissioner of promotion may be performed as a double function.
5. The board has the obligation to support the Bosbrouw committee and to do everything in their power (within reason) to avoid the abolishment of the committee.

Article 24

1. The Weekendcie is a climax committee.
2. The Weekendcie has the goal to organise the Bosbouweekend (forestry weekend).
3. The aim of the Weekendcie is to organise a Bosbouweekend every year.
4. The Weekendcie consists of at least three members. The following functions must be fulfilled: chairperson, secretary, treasurer, and Commissioner of promotion. The functions chairperson, secretary and treasurer must be fulfilled by three separate people, but the function of Commissioner of promotion may be performed as a double function.
5. The board has the obligation to support the Weekendcie and to do everything that is in their power (within reason) to prevent the abolishment of the committee.

Article 25

1. The Almanakcie is a climax committee.
2. The Almanakcie has the goal to make/create an almanac.
3. The Almanakcie strives to publish an almanac once every five years, simultaneously with the lustrum.
4. The Almanakcie consists of at least five persons. The following functions must be fulfilled: chairperson, secretary, and treasurer.
5. The board has the obligation to support the Alamakcie and to do everything that is in their power (within reason) to prevent the abolishment of the committee.

Article 26

1. The first-year committee is a year-round committee
2. The first-year committee has as its goal to organise one first year weekend per academic year, and to organise activities for first year bachelor students.
3. The first-year committee strives to organise three events in the academic year aside from the first-year weekend.
4. The first-year committee consists of at least three members. The following functions must be fulfilled: chairperson, secretary, treasurer, and Commissioner of promotion. The functions chairperson, secretary and treasurer must be fulfilled by three separate people, but the function of Commissioner of promotion may be performed as a double function.
5. The board has the obligation to support the first-year committee and do everything in her power to prevent the premature dissolution of this committee.

Article 27

1. The Ouderdagcie (parents-day-committees) is a climax committee.
2. The Ouderdagcie has the goal to organise a parents' day.

3. The Ouderdagcie consists of at least three members. The following functions must be fulfilled: chairperson, secretary, treasurer, and Commissioner of promotion. The functions chairperson, secretary and treasurer must be fulfilled by three separate people, but the function of Commissioner of promotion may be performed as a double function.
4. The board has the obligation to support the Ouderdagcie and to do everything that is in their power (witin reason) to prevent the abolishment of the committee.

Article 28

1. The Lustrumcie is a climax committee.
2. The Lustrumcie has the goal to organise a lustrum.
3. The Lustrumcie strives to organise a lustrum every five years.
4. The Lustrumcie consists of at least three members. The following functions must be fulfilled: chairperson, secretary, treasurer, and Commissioner of promotion. The functions chairperson, secretary and treasurer must be fulfilled by three separate people, but the function of Commissioner of promotion may be performed as a double function.
5. The board has the obligation to support the Lustrumcie and to do everything that is in their power (within reason) to prevent the abolishment of the committee.

Article 29

1. The Galacie is a climax committee.
2. The Galacie has the goal to organise a gala.
3. The Galacie consists of at least three members. The following functions must be fulfilled: chairperson, secretary, treasurer, and commissioner of promotion. The functions chairperson, secretary and treasurer must be fulfilled by three separate people, but the function of commissioner of promotion may be performed as a double function.
4. The board has the obligation to support the Galacie and to do everything that is in their power (within reason) to prevent the abolishment of the commission.

Article 30

1. The society Fulica atra is a year-round society.
2. The society Fulica atra has the goal to keep (former) active Sylvatica members in contact with each other and the association.
3. The aim of the society Fulica atra is to organise at least one activity every period of the academic year for its members.
4. The aim of the society Fulica atra is to organise at least one activity per academic year for members of WSBV Sylvatica.
5. The Fulica atra board consists of at least three members. The following functions must be fulfilled: chairperson, secretary, treasurer, and commissioner of promotion. The functions chairperson, secretary and treasurer must be fulfilled by three separate people, but the function of commissioner of promotion may be performed as a double function.
6. One can join the society Fulica atra if:
 - a. They have completed at least two years of the bachelor Bos- en Natuurbeheer, or at least one year of the Master Forest and Nature Conservation at the University;
 - b. They have fulfilled at least one board term and/or at least one year of participation in a committee of WSBV Sylvatica for bachelor students and/or half a year of participation during the master in a committee of WSBV Sylvatica for master students.
7. Activities of the society Fulica atra will not take place during activities of WSBV Sylvatica.
8. Funds of WSBV Sylvatica are only used for activities that are open to all members of WSBV Sylvatica.

General Assembly

Article 31

1. The General Assembly will be strived to be called together by the board, with the abidance of a period of two weeks.
2. When the members are invited to a General Assembly, the statutes, by-laws, minutes of the previous General Assembly and the proposed changes to the statutes and by-laws need to be in the attachments.
3. The board is obligated to call together a General Assembly within the period of three weeks when ten members hand in a written request, wherein the subject(s) to be discussed, is stated (see article 12 paragraph 3, statutes).
4. The board can call together as many general assemblies as they desire, with a minimum of two general assemblies per year.
5. From every committee at least one member needs to be present at a General Assembly. In case that no member of a committee is present without a valid reason of absence, the budget of that committee will be cut by 20% in the current fiscal year. When more than 80% of the budget has already been spent, the cut will be applied during the next fiscal year.
6. When a board member is absent during a General Assembly, they need to provide cake or pie for the present members during the General Assembly of which the person in question is absent.
7. When the WSBV-hammer or –Flag is absent during a General Assembly the board needs to provide cake or pie for the present members during this or the next General Assembly.
8. The Commissioner of Internal Affairs has to bring a cucumber to the General Assembly. If this is not the case, the Commissioner of Internal Affairs needs to provide a cake for the present members during the next General Assembly.

Article 32

1. All members can attend the General Assembly and all the members have one vote. Every member is allowed to vote for one other member that is absent, if this member gave a written authorization.
2. A member can only vote when they are on the attendance list.
3. Voting about matters can be done by an oral vote and voting about persons and the By-laws need to be done in a written vote.
4. Decisions about proposals concerning matters and persons will only be made when there is an absolute majority of votes, as described in the statutes and the by-laws (see article 13 paragraph 3 statutes).
5. Members can submit subjects that need to be addressed during the General Assembly, if they provide the Secretary of the board a written proposal, signed by a minimum of three members, at least one day before the start of the General Assembly.
6. The General Assembly is open for members and non-members, if the purpose of the presences of the non-member can be explained and when the absolute majority of members support this decision.
7. It is allowed for members and the board to drink (alcoholic) beverages during the General Assembly, when this is done in a responsible way. The board and the Advizii will judge what is and is not responsible.
8. A board member has their voting rights taken away, cannot participate in meetings and/or make decisions when there is a direct or indirect personal interest surrounding financial decisions above 500 euros, that conflict with the interests of the association.

Article 33

1. The President of the association will lead the general assemblies. When the President is not present the vice-President will lead the General Assembly.
2. The Secretary, or a member designated by the President will make the minutes for the General Assembly. These minutes will be spread among the members in a period of two weeks after the General Assembly, except in case of an unavoidable casualty.
3. The classification and treatment of the agenda items are the responsibility of the board.

Article 34

1. The President dismisses the board members who leave the board or change function in the board. Afterwards the President will install the new board members, except for the new President. The vice-President will then dismiss the old President and will install the new President.
2. Before a board member can be installed, the proposed board member needs to be voted in during the General Assembly, for a specific function. Dismissing a board member does not require voting.
3. Before installation of a board member is possible, the board member needs to be supported by the absolute majority of the General Assembly.
4. A board of less than three persons is not authorised to make decisions without explicit permission by the absolute majority of the members that are present at the General Assembly.

Assembly of Internal Affairs

Article 35

1. Assemblies of internal affairs are meetings between the board and committees. These meetings have the purpose to improve the communication between the board and the committees.
2. Assemblies of internal affairs will be called together by the board, with the abidance of a period of two weeks.
3. The Secretary, or a member designated by the President will make the minutes for the assemblies of internal affairs. These minutes will be spread among the committee members at the latest two weeks before the next Assembly of Internal Affairs, except in case of an unavoidable casualty.
4. The Assembly of Internal Affairs is meant for: the board, members of committees and people of interest, if their purpose can be explained and if the absolute majority of members support this.
5. From every committee at least one member needs to be present at an Assembly of Internal Affairs. This member must give a report to the other committees on the state of their committee. In case that no member of a committee is present without a valid reason of absence, the budget of that committee will be cut by 20% in the current financial year. When more than 80% of the budget has already been spent, the cut will be applied during the next financial year.
6. The Assembly of Internal Affairs only has an informative function. Decisions cannot be made during this assembly.
7. Assemblies of internal affairs can be called together by the board. The aim is to organise four meetings every year, with a minimum of two.
8. It is allowed for members and the board to drink (alcoholic) beverages during the Assembly of Internal Affairs, when this is done in the responsible way. What will be seen as responsible will be judged by the board and the Advizii.
9. When a board member is absent during an Assembly of Internal Affairs, they need to provide cake or pie for the members present at assembly.
10. When the WSBV-hammer or –Flag is absent during an Assembly of Internal Affairs the board needs to provide cake or pie for the members present at this or the next Assembly of Internal Affairs.
11. The Commissioner of Internal Affairs has to bring a cucumber to the Assembly of Internal Affairs. If this isn't the case, the Commissioner of Internal Affairs needs to provide a cake for the present members during the next Assembly of Internal Affairs.

Board meetings and voting

Article 36

1. A board meeting starts with an official opening by the President.
2. An agenda item is 'remarks on the previous minutes'. After this agenda item, the agenda can be approved by the board members present at the meeting.
3. At the end of the board meeting there is an A&B (any other business) and a question round.
4. The President will officially end a board meeting.
5. Voting
 - a. At a voting the votes for (Yes) or against (No) will be counted.
 - b. About all proposals concerning matters and persons an absolute majority is needed of valid votes, as the statutes and the by-laws require. (see article 13 paragraph 3, statutes)
 - c. Blank votes will be seen as invalid and will not be taken into account.
 - d. There is an absolute majority when there is at least one vote more than the alternative proposal.

Membership and membership fee

Article 37

1. All (former) students of Forest and Nature Conservation can become a member of the association.
2. The board decides on the admission of a member. When the board decides not to add someone as a member, the General Assembly can still vote for admission.
3. In case that someone who is not a Forest and Nature Conservation student wants to become a Sylvatica member, they are allowed to become a member when the whole board agrees on this after accepting their submitted motivation.
4. A member of Sylvatica that is not currently following the Bachelor or Master Forest and Nature Conservation, is not allowed to become a member of the board of the association.
5. The board is authorised to suspend a member for a time period of three months according to article 6 of the statutes.
6. The membership ends:
 - a. When the member passed away.
 - b. By written declaration of the member that he/she wants to unsubscribe. (Article 7 Clause 3 and 5 of the statutes)
 - c. When the association decides to unsubscribe the member. (Article 7 Clause 3 and 5 of the statutes)
 - d. By discharge. (Article 7 Clause 1 and 6 of the statutes)
7. When the membership ends during the fiscal year, the membership fee of that particular year still needs to be paid by the member.
8. It is the responsibility of the members that their home address is known by the Secretary.

Article 38

1. The membership fee will be determined yearly during a General Assembly and can only be changed during a General Assembly.
2. Starting in the academic year of 2023/2024, the contribution will be €12,50 per year.
3. When a member did not pay their membership fee within 6 months after the first
4. attempt at collecting the fee or within 1 month after contacting the member about a failed collection, the board has the right to unsubscribe this member.
5. In case of doubt or on a special occasion the board will decide.

Article 39

1. Students who do not fulfil the demands of article 37.1, 37.2, and 37.3 regarding membership, but who are according to the statutes of the IFSA allowed to become a member of the IFSA, may become IFC members.
2. IFC members are only allowed to participate in activities organised by the IFSOW and may join the delegation of Wageningen at international IFSA activities.
3. IFC members have no say in the general assemblies.
4. Allowing IFC members is done in consultation of the board and the IFC. The data of IFC-members is kept by the Secretary. The IFC is responsible for notifying IFC members about the IFC and IFSA activities.
5. The membership fee that IFC members pay is decided in consideration of the board and the IFC and may only be used for IFC and IFSA activities, and IFSA membership.
6. Articles 37.4, 37.5, 37.6, and 37.7 are also valid for IFC members.

Article 40

1. Everyone is allowed to become a Hinkelnymf member.
2. Hinkelnymf members solely receive the Hinkelnymf and are not allowed to participate in the activities of the association.
3. Hinkelnymf members have no say in the general assemblies.
4. The membership fee will be determined yearly during a General Assembly and can only be changed during a General Assembly.
5. Articles 37.5, 37.6, and 37.7 are also valid for Hinkelnymf members.

Article 41

1. Alumni are ex-members who don't pay a membership fee.
2. Alumni only receive invitations to reunions and are not invited to other activities.
3. Alumni have no say in the General Assemblies.

Article 42

1. Reunionists are ex-members who pay a membership fee of 15 euros.
2. A reunionist receives the Hinkelnymf, the newsletter, invitations to reunions and is welcome at activities of the association.
3. Reunionists have no say in the General Assemblies.

Mourning protocol

Article 43

1. The association embraces a collective mourning period, which will be announced by the board when:
 - a. A forest and nature conservation student died.
 - b. A person who is connected to the association in a special way died.
2. After acknowledgment of the death of a person as stated in 43.1, the board is required to discuss the matters stated in 43.3 as soon as possible.
3. In case of 43.1a, the collective mourning period will be embraced from the day that the person deceased, until two weeks after the day the person deceased. The external characteristics of the mourning period are:
 - a. The board of the associations sends out their condolences.
 - b. If possible, all the activities from the study association will be cancelled.
 - c. There will be a moment of silence during the General Assembly.
 - d. An 'In memoriam' will be admitted in the following association magazine.

Properties of the association, liability, and finances

Article 44

1. With permission of the board, it is allowed to loan properties of the association, with exception of financial resources, for private purposes. The association cannot suffer from costs that are needed to repair the materials to its original state.
2. Every member is obligated to take care of properties of the association, and they must always protect them during activities when possible.

Article 45

1. The association is not responsible for theft of or destruction or damage of any kind to materials/goods that are used during an activity, which are not from association and for which the board is not responsible.
2. The association is not responsible for theft of or destruction or damage of any kind to the personal belongings of members and non-members unless the board has expressed responsibility for them.
3. When a person makes use of materials during an association activity, they are at all times responsible for those materials.
4. The association is not liable for any injuries sustained during association activities.

Article 46

1. All committees will create a budget at the beginning of each financial year, and a bill at the end. The financial year runs from the day after the General Assembly in November until the day of the General Assembly in November the following year. The bills and budgets of all committees must be submitted two weeks before the General Assembly in which they will be discussed by the Board.
2. A budget is only valid if it is approved by the Board and signed by the Treasurer.
3. When a committee's budget is submitted and approved by the Board, but is likely to be exceeded, they must submit a supplementary budget to the Board. This supplementary budget must be approved before more money can be made available to the committee.
4. When committees have money left, this money will be given back to the association. When they want to use this money for another activity, they must reserve it one month in advance with the board, unless the by-laws state otherwise.
5. The Treasurer is responsible for all bank accounts within the association.
6. Committees may temporarily use the bank account of the association, if deemed necessary by the board.
7. Committees shall not have their own accounts without the explicit consent of the Board, unless the bylaws state otherwise.
8. When the association ceases to exist, the association's assets will go to another association whose objectives are closely related to the association's own goals.

Privacy

Article 47

1. Sylvatica collects personal data from its members. It does this to continue providing the service that it does. The exact data being stored, and the measures taken to secure them are laid out in the Sylvatica privacy policy.
 - a. The president of Sylvatica is responsible for keeping the privacy policy up to date.
 - b. Sylvatica will not share any personal data with third parties unless this is required to continue providing the service of 44.1. A list of third parties that fall under this category is given in the privacy policy.
2. Only board members have access to the members' administration to ensure maximum privacy and minimise security risk.
 - a. No copies of the members' administration may exist on a board member's personal computers for longer than absolutely necessary.
 - b. All board members will sign a non-disclosure agreement legally binding them to refrain from sharing member's personal data with unauthorised third parties.
3. In case of a data breach, Sylvatica has a protocol to ensure the damage is minimised and the appropriate authorities are notified.
 - a. The president of Sylvatica is responsible for ensuring the protocol is followed correctly, unless the nature of the breach demands otherwise.

The by-law of Wageningse Studenten Bos- en natuurbeheer Vereniging Sylvatica, Wageningen Study association for Forest- and Nature Conservation Sylvatica. Compiled by Annemieke Berkers and Reinder Radersma in May 2002 and ratified by the General Assembly on Wednesday 12 June 2002 in Wageningen according to Article 18 of the statutes.

Tim Westbroek
President
Board 2023-2024

Fanny Kieboom
Secretary
Board 2023-2024

Jesper Tekke
Treasurer
Board 2023-2024

Inge Sijpheer
Commissioner of
Education
Board 2023-2024

Ben Haitsma
Commissioner of
Public Affairs
Board 2023

Modified on:

- ALV 03/05/12
- ALV 03/11/20
 - New Article 19
 - Modification Article 30
- ALV 04/05/18
 - Addition Article 13, paragraph 7
- ALV 05/05/25
 - Combine Article 9 en Article 11
 - Removal of Article 11
 - Modification Article 12, paragraph 4
 - Addition Article 12, paragraph 5
 - Modification Article 13, paragraph 7
 - Addition Article 13, paragraph 8
- ALV 06/11/22
 - Modification Article 4, paragraph 4c
 - Addition Article 4, paragraph 4d
 - Addition Article 4, paragraph 5f
 - Addition Article 4, paragraph 6f
 - Modification Article 9, paragraph 3
- ALV 12/03/05
 - Modification Article 3, paragraph 2
 - Modification Article 3, paragraph 3
 - Modification Article 3, paragraph 5c
 - Modification Article 4, paragraph 1g
 - Addition Article 4, paragraph 3h
 - Removal of Article 4, paragraph 4a
 - Addition Article 4, paragraph 4b
 - Removal of Article 4, paragraph 4d
 - Removal of Article 4, paragraph 5f
 - Removal of Article 4, paragraph 6f
 - Modification Article 6, paragraph 4
 - Modification Article 8, paragraph 3
 - Modification Article 8, paragraph 4
 - Addition Article 8, paragraph 5

- Removal of Article 8, paragraph 5
 - Removal of Article 8, paragraph 6
 - Removal of Article 8, paragraph 7
 - Addition Article 8, paragraph 6
 - Addition Article 8, paragraph 7
 - Modification Article 8, paragraph 10
 - Modification Article 9, paragraph 1
 - Modification Article 9, paragraph 2
 - Modification Article 9, paragraph 3
 - Modification Article 9, paragraph 4
 - Modification Article 9, paragraph 5
 - Removal of Article 9, paragraph 6
 - Modification Article 10, paragraph 3
 - New Article 11
 - Modification Article 12, paragraph 4
 - Addition Article 13, paragraph 3
 - Removal of Article 15
 - New Article 27
 - Modification Article 31, paragraph 2
 - Modification Article 31, paragraph 4
- ALV 12/04/10
 - New Article 15
 - New Article 20
 - Modification Article 7, paragraph 4
 - Addition Article 28, paragraph 6
- ALV 12/10/31
 - Addition Article 5, paragraph 5
 - New Article 21
 - Addition Article 28, paragraph 4
- ALV 14/03/20
 - Addition Article 20
 - Addition Article 22, paragraph 7
 - Addition Article 26, paragraph 6
 - Addition Article 10, paragraph 5
 - Addition Article 21, paragraph 4
 - Addition Article 21, paragraph 5
 - Addition Article 26, paragraph 7
 - Addition Article 26, paragraph 8
- ALV 15/05/16
 - Addition Article 4, paragraph 1j
 - Addition Article 4, paragraph 3h
 - Addition Article 4, paragraph 2m
 - Addition Article 4, paragraph 6f
 - Addition Article 4, paragraph 6g
 - Removal of Article 11
 - Addition Article 11
 - Modification of Article 16, paragraph 3
 - Modification of Article 27, paragraph 6
 - Addition Article 13, paragraph 9
 - Addition Article 14, paragraph 5
 - ALV 151027
 - Addition Article 2, paragraph 4c
 - Addition Article 30
 - Addition Article 31
 - Addition Article 32
 - Modification Article 29 paragraph 3
 - Modification Article 20
 - Addition Article 22
 - Modification numbering Article 22 t/m 33
- ALV 18/04/18

- Removal Article 30, paragraph 4e
- Addition Article 4, paragraph 2n
- Addition Article 13, paragraph 11
- Addition Article 24

- ALV 18/09/12
 - Addition whole article 40
- ALV 22/11/23
 - Modification Article 4, paragraph, 4d
 - Modification Article 17, paragraphs 2 and 3
 - Addition Article 25
 - Addition Article 26
 - Addition Article 27
 - Addition Article 29, paragraph 8
- ALV 23/03/28
 - General correction of 'Commission' to 'Committee'
 - Modification Article 1, paragraph 12
 - Modification Article 3, paragraph 3
 - Modification Article 4, paragraph 5f
 - Addition Article 6, paragraph 7
 - Modification Article 13, paragraph 6
 - Addition Article 13, paragraph 7
 - Addition Article 21, paragraph 4
 - Modification Article 28, paragraph 5
 - Addition whole Article 29
- ALV 23/04/24
 - General correction of grammar and spelling
 - Addition Article 6, paragraph 5
- ALV 23/11/28
 - Modification Article 4, paragraph 5d
 - Modification Article 7, paragraph 3
 - Modification Article 8
 - Removal of Article 8, paragraph 6, 7, 8 and 10
 - Modification Article 12, paragraph 2
 - Modification Article 13, paragraph 4, 6 and 11
 - Addition Article 16, paragraph 4
 - Addition Article 23
 - Modification Article 24
 - Modification Article 30, paragraph 6a and 6b
 - Modification Article 31, paragraph 2
 - Modification Article 32, paragraph 3
 - Modification Article 37, paragraph 5
 - Modification Article 38, paragraph 3
 - Modification Article 39
 - Modification Article 41
 - Addition Article 42