

Rules and regulations for the association Voice by Voice

Constituted on 1st October, 2014

§ 1 Name and home

1.1: The name of the association is Voice by Voice

1.2: The association has its home in Denmark (or another European country), Israel and Palestine. The association will be registered in Denmark as a non-commercial association

§ 2 Profile and Purpose

2.1: The association is independent, non-profit, non-political and non-religious.

2.2: The purpose of the association is to maintain and develop the project Voice by Voice along the values of Nonviolent Communication, and to make the project known, primarily in Israel and Palestine, and thereby contribute to transparency, understanding and change. The specific purpose of the association is

- to maintain and develop the video forum on the website <http://voice-by-voice.org> through
 - making new interviews and improving the way that they are made
 - ensuring a high quality of the website in regard to layout, functionality and integration with social media
- to develop and add new forms of communication in line with the purpose

§ 3 Membership

3.1: As member is considered: Anyone who supports the purpose of the association and has expressed this by "liking" the project's website, Facebook-page or other social media, or has contributed to or supported the project in other ways.

3.2: Members are obliged to keep the rules and regulations of the association.

3.3: Members are not obliged to pay membership contribution but can give voluntary contributions.

3.4: Members have the right to participate in the meeting of members and vote in proposals raised at the meeting of members.

3.5: The association's board can decide to exclude members who act in harm of the association.

§ 4 Meeting of members

- 4.1:** The meeting of members is the association's highest authority.
- 4.2:** Ordinary meeting of members is held every 2 years, in the first half of the calendar year (first meeting is 2016).
- 4.3:** Any member who has registered for the meeting of members to the chairperson no later than 2 weeks before the meeting, holds the right to be present and speak.
- 4.4:** Members who are present and have registered according to § 4.3, hold the right to vote, and all members' votes count equally.
- 4.5:** Decisions on the meeting of members are made by majority vote, however, decisions should primarily be attempted reached by consensus.

§ 5 Announcement of meeting of members

- 5.1:** Announcement of the meeting of members must be made at least 4 weeks prior to the meeting. With the announcement must follow a preliminary agenda for the meeting of members. The announcement must be published at <http://voice-by-voice.org> under "News and events", in email to everyone who subscribe to Voice by Voice's newsletter, and on the social media where Voice by Voice has the highest number of followers.
- 5.2:** Proposals to be decided on at the meeting of members, must be sent to the chairperson and arrive no later than 2 weeks prior to the meeting of members. No later than 1 week before the meeting of members, the final agenda must be sent to the members who have registered for the meeting of members (see § 4.3).
- 5.3:** Agenda for the ordinary annual meeting of members must have at least the following points:
1. Election of mediator for the meeting
 2. The chairperson's report
 3. Presentation and approval of annual accounts and of budget for the coming period
 4. Proposals
 5. Elections for the board
 6. Open point
 7. Reading and approval of the minutes of the meeting
- 5.4:** The meeting of members elects a mediator to facilitate the negotiations. The decisions of the meeting of members are noted in a minutes protocol by one of the members of the board and the minutes are signed by the mediator and the chairperson.

§ 6 Extraordinary meeting of members

- 6.1:** Extraordinary meeting of members can be summoned any time by the board, and must be initiated by the board if at least 20 members of the association request it. Announcement to all members must take place at least 4 weeks prior to the meeting and with the announcement must follow an agenda for the meeting. In order to participate members must register as for ordinary meetings of members (§4)

§ 7

The daily management of the association

7.1: The daily management of the association is cared for by the board which consists of minimum 3 and maximum 6 members, elected at the ordinary meeting of members for the period until next ordinary meeting of members. Of the board members it must be aimed at that minimum 1 member is from Palestine, 1 from Israel, 1 from Denmark and 1 from Europe (the latter can be the same as the member from Denmark).

7.1.b: If it is not possible to meet the aim of 7.1 at the meeting of members, then the board can choose to supplement itself with member(s) within its period, with the unique purpose of meeting the aim of 7.1.

7.2: The board manages the association in accordance with these Rules and regulations and with the decisions of the meeting of members.

7.3: The board constitutes itself with positions of chairperson, vice-chairperson, treasurer and secretary, and sets its own work guidelines. The positions can be given to the one and same person except from the position of chairperson and vice-chairperson that must be given to two different persons.

7.4: The chairperson leads the board meetings, and in his/her absence the vice-chairperson leads the board meetings.

7.5: The board is capable of decisions when at least half of its members are present.

7.6: The board makes decisions by simple majority, however decisions should primarily be attempted reached by consensus. By equal votes, the chairperson's vote will be decisive.

7.7: Minutes of the board meetings must be written and signed by the chairperson and the minutes writer, and be sent to all board members after the meeting.

§ 8

Rules of representation

8.1: The association is represented in economic matters by the association's chairperson and treasurer in unity (according to §7.3, these can be the one and same person). They manage the treasure of the association and the association's bank accounts, credit/debit cards and Internet banking, and make contracts in regard to these.

8.1.b: The board can authorize an accountant to manage the association's bank accounts, credit/debit cards and Internet banking, and what else is needed to keep the accounts.

8.2: In other matters, it is the chairperson who represents the association.

8.3: The board can authorize others of its members and the association's employees to represent the association.

§ 9

Liability

9.1: The association is liable to its obligations with its own treasure at any given time. The association's members and its board cannot be personally liable, unless this is seperately agreed upon.

§ 10
Accountance and review

10.1: The association's accountance year follows the calendar year.

10.2: The association's treasure must be placed in an officially recognized bank.

10.3: The annual account report must be reviewed by an auditor among the association's members outside the board prior to the ordinary meeting of members.

10.4: The treasurer pays the bills that are approved by the board. He conducts an account of all incomes and expenses in a form where the association's immediate economy can be read at any given time. The treasurer makes the annual accountance report and takes care of the external audit prior the the ordinary meeting of members.

§ 11
Changes to Rules and regulations

11.1: Amendment of this set of Rules and regulations can only be done if approved by 2/3 of the votes at a meeting of members.

11.2: Amendment to and any change of the Rules and regulations cannot compromise the association's purpose (§ 2)

§ 12
Dissolution

12.1: Dissolution of the association can only take place at a meeting of members that is summoned with such agenda.

12.2: Dissolution of the association is only valid if approved by 3/4 majority among the members present at the meeting. If this is not reached, the board has the right to summon a new meeting of members at which dissolution can be approved by 2/3 majority among the members present at the meeting.

12.3: The possible treasure of the association at its dissolution goes to an organization, chosen by the board. The organisation must be non-profit, non-political and non-religious in its profile, and work for transparency, understanding and change in the area of Israel and Palestine.

Date and signature

Thus approved on the constituting meeting of members, Skype video conference meeting 1st October, 2014

Mediator

Chairperson

Founding members:

Regina Bernhardt
(Germany)

Elad Omer
(Israel)

Peter Ulrik Jensen
(Denmark)