

Bylaws of Cultural Umbrella Apollo

DEFINITIONS AND OBJECTIVE OF THESE BYLAWS

Article 1:

These bylaws are an addition to the articles of association of Cultural Umbrella Apollo, from here on out referred to as Apollo.

AUTHORISATIONS OF THE BOARD

Article 2:

The board:

- is authorised as written in the articles of association.
- can appoint representatives for Apollo for organisations, boards or committees created by other bodies.
- is authorised to let committees, appointed by the board, do certain aspects of their task under their responsibility.

TASKS AND OBLIGATIONS OF THE BOARD

Article 3:

The board has a number of tasks: meeting with third parties, making of regulations and managing.

Furthermore, the board is obliged to guide the committees, which are described in article 8, and the board can decide to organise activities. These tasks are in accordance with the goals of Apollo.

The board will make a policy plan each year.

MEETINGS WITH MEMBERS

Article 4:

Apollo knows the following meetings with members:

1. Program meeting

The program meetings has as goal: the mutual informing of members, Apollo and Sports & Culture about the dates of the different performances or other events that will take place. If there are the same dates of performances and events, a solution will be sought. The meeting will be informative in nature. The program meeting takes place once per academic year. The members and all other parties involved will be notified of the meeting at least five working days before.

2. Rehearsal times meeting

The rehearsal times meeting has as goal: the dividing of rehearsal rooms between the members and other attendants. This happens as mentioned in article 3 of the “Zalenreglement voor de Vrijhof ten behoeve van de Culturele Verenigingen”. The rehearsal times meeting takes place once a year. The members and all other parties involved will be notified of the meeting at least five working days before.

3. Association meeting

The association meetings are meetings between the board and one or more members. The goal of these meetings can vary between initial introduction, informing, and association specific discussions.

4. General meeting

For the general meeting, the rules as established in the articles of association are in effect.

Voting procedure:

- If in case of a voting of people nobody has received an absolute majority of the votes, there will be a second voting round. If nobody has received the absolute majority again, there will be voting rounds until one person has the absolute majority, or until there is a voting between two people and the voting has stopped. In case of a voting between two people where the voting has stopped, fate will choose who is chosen. In case of a voting between business where the voting has stopped, the proposal will be placed on the agenda of the next general meeting and will be voted upon again in that meeting. If the voting stops in this meeting as well, the proposal is considered rejected.
- Votes regarding people will always happen in writing, in the way that written votes are described in the Articles of Apollo (Article 20).

5. Other meetings

These include meetings which can be initiated at any moment and can happen in any desired form.

MEETINGS WITH THIRD PARTIES

Article 5:

Apollo knows the following meetings with third parties. These meetings have an informing character coming from both Apollo to third parties and vice versa.

1. Sports & Culture

Apollo has a monthly meeting with Sports & Culture (previously known as Culture & Events). The facilitating of associations is an important discussion point in these meetings.

2. Student Union

Apollo has a monthly meeting with the Student Union. Here, the policy and decisions of the Student Union about student facilities are discussed. Furthermore, this meeting has an advising and informing character towards the Student Union.

3. Sector culture meeting

At the regular sector culture meeting, Apollo, Sports & Culture and the Student Union are involved. Usually, matters are discussed here that have an importance beyond the sector culture.

4. Umbrella meeting

At the Umbrella meeting, all umbrella associations (Sportkoepel, FACT, OS, UniTe, Apollo) and the Student Union are involved. The umbrella meeting has an important task in keeping the contact between the Student Union and the associations and the associations amongst themselves.

5. Pop studio meeting

The pop studio meeting takes place twice a year. During this meeting, the bands that want to use the pop studio's at the Vrijhof are placed in a schedule.

6. Other meetings

The board has regular meetings with other people and organisations about a wide array of topics.

REGULATIONS

Article 6:

Apollo knows the following regulations:

- Articles of association
- Bylaws
- “Zalenreglement voor de Vrijhof ten behoeve van de Culturele Verenigingen”
- “Reglement Subsidiefonds Cultuur”

The board knows the following agreement:

- “Overeenkomst Apollo-Culture & Events”

Additionally, as a result of the agreement of the Student Union recognition, the “Erkenningsreglement Koepels Student Union” is applied to Apollo.

The board is responsible that the members are updated on the aforementioned and new regulations and agreements. These can be found on the website.

Article 7:

Apollo knows the following board tasks:

- Managing the Subsidy Fund Culture. Apollo manages the Subsidy Fund Culture in accordance with the “Reglement Subsidiefonds Cultuur”.
- Stay informed about the performance schedule. Sports & Culture keeps a schedule of all performances of the cultural associations and Sports & Culture which Apollo receives with the aim to avoid conflicts.
- Dividing activism scholarships. In accordance with the FOBOS regulations of the University of Twente, Apollo is responsible for dividing incidental activism scholarships within the sector culture.

COMMITTEES AND THEIR PURPOSE

Article 8:

Apollo knows a number of committees with each their own tasks. These committees work in accordance with the goals of Apollo, as prescribed in the articles of association.

1. Auditing committee:

The purpose of the auditing committee is established in the articles of association.

2. Subsidy Advisory Committee (SAC):

The SAC advises about the subsidies and loans that are provided by the Subsidy Fund Culture. In the SAC, Apollo, Sports & Culture and FIN (Finance department) are each represented by one person. The advice given by the SAC is not binding. The SAC functions as described in the “Reglement Subsidiefonds Cultuur”.

3. Advisory Board (RvW):

The goal of the RvW is to support the board. The RvW does this by providing information and knowledge based on experience. The RvW consists of a minimum of two people and a maximum of six people, which are appointed by the board of Apollo. The board selects the eligible people based on their previously proven skills with board matters or accomplishments in organisation within the field of culture. The RvW is aimed to consist for at least 50% of old Apollo board members.

The board can call the RvW together whenever the board thinks this is necessary.

The board meets with the RvW at least before each general meeting with a minimum of twice a year. At these meetings, at least the pieces for the general meeting will be discussed and edited where needed.

The RvW shall only be present during a general meeting by invitation of the board or a member. The RvW has no voting rights during the general meeting.

4. Other committees:

The board holds the right to appoint other committees to perform activities or to organise events.

DUTIES OF MEMBERS AND PATRONS

Article 9:

The members are obligated by the articles of association to pay a yearly contribution. The amount of this is determined by the general meeting each year.

The minimal yearly patron contribution is set to € 10,-, as mentioned in the articles of association.

FACILITIES

Article 10:

Apollo has a number of facilities available for their members. For instance, members can use the present facilities in the room of Apollo (Vrijhof 134) while minding the following rules:

- The Apollo board has priority in using the facilities in the boardroom (Vrijhof 134)
- The users of the room are to follow the rules set by the board.
- The facilities cannot be reserved for private matters.
- The room needs to be left in maintained condition by the user.
- The board has the right to dispose of materials which are not meant to be in the room or are not cleaned up, without warning.

Costs made by using the facilities can be passed on to the user.

COMMUNICATION

Article 11:

The board communicates about general business initially through email and uses this to keep members updated on important developments.

Invitations and pieces for the meetings mentioned in articles 4.1, 4.2 and 4.4 are sent by email. The board, possibly together with a committee, keeps Apollo's website updated. On this page, among other things, the latest versions of the regulations as described in article 6 can be found.

FINAL PROVISIONS

Article 12:

This document can be referred to as "bylaws".

Article 13:

In all cases where the articles of associations and/or the regulations of the association do not cover the situation, the board decides.

Article 14:

The board of Apollo holds the right to deviate from these bylaws if there is a valid reason.

Article 15:

These bylaws come into effect on the 1st of March 2001 and have most recently been changed on the 7th of March 2023.