

Musiikkiarkiston Kannatusyhdistys ry (The Support Association of the Music Archive Finland)

Association Rules (Unofficial English Translation)

1. Name and location

The name of the association is Musiikkiarkiston Kannatusyhdistys ry (The Support Association of the Music Archive Finland) and it is located in Helsinki.

2. Purpose and activities

The purpose of the association is to intellectually and financially promote music archiving activities in Finland. To fulfill its purpose, the association maintains and manages the Music Archive Finland, which collects, preserves and documents materials related to music. The association also fulfills its purpose by organizing public events, concerts, festivals and training events. In order to support its activities, the association can accept donations and bequests, own real estate, implement lotteries and fundraisers after receiving the relevant permission, run kiosk sales, establish funds and engage in publishing activities.

3. Members

A registered association, foundation or other legal entity, or a person over the age of 16, who accept the purpose of the association can become a member of the association.

The members of the association pay annually the membership fee determined by the annual meeting to the association. The Board of the association approves the members of the association. A member has the right to resign from the association by notifying the Board or its Chair in writing or by notifying the resignation in the minutes of the association's meeting.

The Board can dismiss a member from the association if the member has failed to pay his due membership fee or has otherwise failed to fulfill the obligations to which he has committed by joining the association or has significantly damaged the association with his conduct inside or outside the association or no longer fulfills the membership conditions stated in the law or the association's rules.

4. Board

The association's affairs are managed by the Board, which includes the Chair and five to twelve (5–12) other members. The annual meeting elects the Chair and other Board members. The term of office of the Board is the period between annual meetings. The Board appoints the Director of archive. The Board chooses a Vice-Chair from among its members and appoints any other officials. The Board meets at the invitation of the Chair, or the Vice-Chair when he is unable to do so, or when at least half of the Board members demand it.

The Board manages the association's activities according to the rules and the decisions and instructions of the association's meetings. The Board can appoint a working committee from among its members to prepare matters to be dealt with by the Board. In addition, the Board can set up working groups or committees it deems necessary. The Board has a quorum when at least half of its members, including the Chair or Vice-Chair, are present. Votes are decided by a simple majority vote. In the event of a tie, the chairman's vote will decide, but in elections, the lottery will be held.

5. Association's Annual Meeting

The statutory annual meeting of the association is held every year on a date determined by the Board in March–April.

The following matters will be discussed at the association's annual meeting:

1. Opening of the meeting.
2. The chairman and secretary of the meeting are elected.
3. Stating the legality and quorum of the meeting.
4. The participants of the meeting are stated.
5. The agenda of the meeting is approved.
6. two minutes inspectors and vote counters are elected.
7. The Board's report on the previous year's activities is presented (activity report).
8. The previous year's financial statements and the auditors' statement are presented.
9. It is decided on the confirmation of the financial statements and the granting of discharge from liability to the Board and other responsible parties
10. The action plan, the budget and the amount of the membership fee are confirmed.
11. The Chair of the Board and other members are elected
12. One or two auditors and their deputy auditors are elected
13. Other issues mentioned in the meeting invitation presented to the meeting by the Board and members are discussed

The members of the association must leave the issues they want to be discussed at the association's annual meeting in writing to the Board by the end of February.

Invitations to association meetings must be sent in writing to all members no later than two weeks before the meeting.

The association's meeting can be attended, if decided by the Board or the association's meeting, also with the help of a telecommunications connection or other technical aid during the meeting.

6. Extra meetings of the association

An extra meeting of the association is held if the association's meeting so decides, the Board deems it necessary, or 1/10 of the association's voting members or at least three community members or 20 individual members of the association so request.

The invitation to the extra meeting of the association must be sent in writing to all members at least two weeks before the meeting.

7. Representation at the association's meetings

A community member has the right to send one representative to the association's meetings.

Each meeting representative and personal member of the association has one vote.

8. The signature of the association

The signature of the association is written by the Chairman or the Director, both alone.

9. Accounts and audit

The association's accounting period is a calendar year. The financial statements with the necessary documents and the Board's annual report must be given to the auditors no later than three weeks before the annual meeting. The auditors must give their written statement to the Board no later than two weeks before the annual meeting.

10. Changing the Rules and Dissolving the Association

The decision to change the rules and dissolve the association must be made by a majority of at least 3/4 of the votes cast at the association's meeting. The meeting invitation must mention changing the rules or dissolving the association. When the association is dissolved, the association's funds are used to promote the purpose of the association in the manner determined by the meeting deciding on the dissolution. When the association becomes terminated, its assets are used for the same purpose.