

INTERNAL REGULATIONS OF G.S.W.V. “SurfAce”

Preamble

The Internal Regulations (IR) are a set of rules that apply to the daily operations within the association. The IR serves as a supplement to and specification of the articles of association. Additionally, there is also a Transportation Regulations (TR) for all rules regarding buses and transportation. For a complete overview of the rules and agreements within SurfAce, both the articles of association and the IR and TR need to be consulted.

Duration

Article 1

1. The association was founded for an indefinite time. The association year runs from the first of September to the thirty-first of August.
2. The administrative year runs from 1 November through 30 October. In the period running from the end of the association year through the board transfer, the new board proposed at the bi-annual GMM will be onboarded. Upon their appointment as the board, they take over all responsibilities from the old board during the onboarding period.
3. The transfer GMM will occur on the 3rd Tuesday of October.

Members

Article 2

The different types of membership apply for different periods.

- a. Regular membership applies from the date of joining until the end of the association year and then for the duration of an association year.
- b. The donorship applies from the beginning of the association year to the end of the association year.
- c. The intro membership applies from the beginning of the association year until November 30.
- d. Spring membership applies from April 1 until the end of the association year

Article 3

A member has the right to participate in all activities of the association.

Article 4

1. Every member is obliged to be in the possession of a valid annual ACLO subscription.
2. The secretary carries out the verification:
 1. For the first ACLO check, the member must have purchased an ACLO subscription no later than November 1st. If the member does not have a valid ACLO subscription by this date, a fine of €20.00 will be imposed. If a valid ACLO subscription still has not been purchased by November 15th, this fine will be increased to €40.00. If the member still does not have a valid ACLO subscription by November 30th, they will be deregistered. The member must still pay the fines upon deregistration.
 - a. The mentioned deadlines apply at all times unless the ACLO deadline is changed.
 2. For the second ACLO check, the member must have purchased an ACLO subscription no later than April 15th. If the member does not have a valid ACLO subscription by this date, a fine of €20.00 will be imposed. If a valid ACLO subscription still has not been purchased by April 30th, this fine will be increased to €40.00. If the member still does not have a valid ACLO subscription by May 10th, they will be deregistered. The member must still pay the fines upon deregistration.
 - a. The mentioned deadlines apply at all times unless the ACLO deadline is changed.
 3. Each member must provide all correct information to the secretary. The member is responsible for notifying the secretary of any changes. If incorrect information results in a fine for SurfAce, a fine of €25.00 will be imposed.

Article 5

1. Each member is obliged to participate in a chores day when asked to. There are no sanctions for not participating in a chores day. An exception to article 5.1 are all regular freshmen members. For them, article 5.2 applies.
2. Every first-year regular member must have taken part in a SurfAce Supporting Activity (SOA) within their first full year of regular membership.
 - a. During a SOA, a member must contribute a minimum of three hours to support the association, for example, during a workday or an open day of the university.

- b. A member is free to come up with their own idea for an SOA, but this must always be done in consultation with the sponsorship coordinator. Tasks that are part of the responsibilities of a committee the member is in do not count as an SOA.
- c. If a member fails to complete an SOA within this period, a compensation of €20.00 will be collected from the respective member.
- d. The board identifies at least 3 SOA opportunities per board year. The announcement will be made at least 2 months in advance.
- e. The compensation will be waived if the board does not comply with Article 5.2.4 or does so inadequately.

Article 6

Cancellation of the membership by the member must occur no later than one month before the end of the association year, in writing or by e-mail, through the secretary; if this does not occur, the membership is tacitly extended by one year. In addition, it must be established when surfing gear will be picked up from storage. Cancellation by e-mail is only valid if a confirmation from the secretary is received.

Contribution

Article 7

Regular members and associate members are required to pay an annual membership fee.

- a. The amount for regular membership is €95.
- b. The amount for donor membership is €45. If the donor membership was established before 18-02-2020, the original rate of €40 applies.
- c. The amount for associate donor membership is the sum of the cost of an ACLO card and the regular membership fee.
- d. The amount for introductory membership is €25. This amount will be deducted from the regular membership fee if the membership is converted.
- e. The amount for spring membership is €40.

Article 8

Whoever has not terminated his membership one month before the start of the association year is a member for the following association year and therefore owes contribution.

Article 9

The costs of membership, any activities, repairs, fines, and the use of association equipment, surf buses, and storage facilities are automatically deducted from the bank account of each member. Every member has signed for this at the time of completing the registration form. There are also members who have provided a separate authorization for this as older versions of the registration form did not comply with this requirement.

Article 10

Every member is obliged to timely communicate changes to his/her bank account number to the treasurer. If changes to bank details are not communicated, the treasurer is authorized to impose sanctions.

Board

Article 11

During a meeting, minutes are taken by the secretary or by a member designated by the board, that are established at the next board meeting. The minutes can be requested for perusal from the secretary.

Article 12

The board must be present at the start of every social drink. Each social drink starts at 21:30 unless otherwise indicated by the board. If there is no board member present after an academic, a penalty consisting of offering 2 pitchers to the association is imposed. No exceptions are made, even for being late due to surfing.

Finances

Article 13

1. Amounts owed to SurfAce are debited at the end of each month.
2. Successively, the amounts owed by SurfAce are paid out to the members.
3. Members must have a sufficient balance at the end of the month when they owe sums to SurfAce. The members will be provided with a summary of these sums owed around the 25th of the month via e-mail.
4. Reverse payments without consulting the treasurer are fined with €10.

General Meeting Of Members

Article 14

At least twice a year, a general meeting is held. Annually, no later than six months after the end of the association year, an annual meeting will be held.

Storage

Article 15

1. Members can request a storage compartment from the Materiaalguru. A storage compartment can only be used once the storage rental contract has been signed by the renter and the Materiaalguru. Personal equipment should only be stored in the designated compartment assigned to the member. There is a list in the storage area indicating which compartment belongs to each member.
2. Surfing equipment and accessories should be placed in their designated areas or in the member's own storage compartment. This applies to both association-owned equipment and personal equipment.
3. The stored equipment must be labeled with the owner's name.
4. Theft from the storage area or any damage that occurs within the storage area cannot be claimed against SurfAce. In case of damage, it should be reported to the board.
5. During packing and unpacking at the storage area, members should consider the residents in the vicinity. They should not cause noise or other disturbances to the neighboring individuals.
6. When leaving the storage area, keys must always be returned to the key safe at the gate. The correct code should be turned away.
7. The use of the storage area is at one's own risk.
8. Only bus drivers, compartment renters, and the board members are allowed to know the storage code. This code and the keys should not be shared.
9. If members fail to comply with the mentioned conditions, the board will take appropriate measures. In such cases, personal equipment may be removed.

Association-owned Equipment

Article 16

1. Association-owned equipment refers to all windsurfing equipment that is stored in the designated areas of the storage facility for members.

2. Association-owned equipment can be used by all members free of charge. Exception: When a member consistently uses SurfAce's windsurfing equipment during a surf trip, a fee of €20.00 will be charged.
3. During beginner's days, members participating in the beginner's day have priority in using the association-owned equipment.
4. There is a deductible of €300.00 for the use of association-owned equipment.
5. The board has the authority to deny a member the use of association-owned equipment at any time.
6. External individuals can rent association-owned equipment for €10.00 plus the cost of fuel for the surf session. This amount will be collected from the introducing member. An external individual can participate in a maximum of 2 surf sessions. If the external individual later becomes a member of SurfAce, they will receive a discount of €10.00 per surf session applied to their membership fee.

Article 17

1. Foils and boards specifically intended for foiling may only be used by members who have obtained written permission from the board. This permission is valid indefinitely.
2. The Materiaalguru maintains a list of members who have permission to use foiling equipment.
3. Upon receiving permission, the member in question will receive a foil document containing information about the use of the foil and recommended foil spots. The document will also outline the increased vulnerability and the associated risk.

Article 18

1. The camera, tripod, and other filming equipment can be taken on surf trips by any member, in consultation with the FotoCie or the board, provided that the camera contract has been signed.
2. The filming equipment will be kept in the camera safe in the storage.
3. The camera will accompany different trips, based on mutual agreement, and will typically be taken on the largest trip if there is no consensus.

Final Provisions

Article 19

Upon accession as a member, one is entitled to a copy of the articles of association and regulations. Payment may be required from members.

Article 20

Each member is expected to be familiar with the articles of association and regulations.

Article 21

The board has the authority to deviate from the regulations by decision of a GMM with the consent of the GMM.