

The Finnish Atherosclerosis Society

Rules

NAME AND DOMICILE

1. The Society shall be called *Suomen Ateroskleroosiyhdistys ry* in Finnish and *Finlands Aterosklerosförening rf* in Swedish, and shall use the unofficial English name The Finnish Atherosclerosis Society.

The Society's domicile shall be in Helsinki.

THE PURPOSE AND NATURE OF OPERATIONS

2. The Society was instituted to advance scientific research in atherosclerosis and training related to atherosclerosis in Finland.

To achieve its purpose, the Society shall organise meetings between researchers, courses, and member excursions to scholarly meetings, shall invite distinguished Finnish and international researchers to the Society's scholarly meetings, and shall support other related training both financially and with the help of experts in the field. The Society can also grant awards to distinguished researchers in the field.

The Society can accept donations and bequests to promote its operations.

MEMBERSHIP

3. Anyone interested in advancing research in atherosclerosis shall be eligible for ordinary membership in the Society. Private individuals, as well as associations or foundations with legal capacity, wishing to promote the Society's operations shall be eligible for supporting membership. A condition for membership shall be that the prospective member approves the Society's rules. Members shall be required to provide the Society with their contact details.

The Society's Committee shall decide on membership applications.

An ordinary member or a supporting member can resign from the Society by notifying the Society's Committee or chair in writing of his or her resignation or by announcing his or her resignation at a meeting of the Society.

The Society's annual general meeting shall decide on the annual subscription paid by ordinary members and supporting members.

If an ordinary member or a supporting member fails to pay his or her annual subscription during two (2) operating periods, he or she shall be considered to have resigned from the Society. The Committee can strike a member off the Society's rolls if he or she has not fulfilled his or her obligations to the Society, has damaged the Society's operations with his or her actions within or outside the Society, has committed an act that violates good practice or does not follow the Society's decisions. The Committee shall decide on whether to strike a member off the Society's rolls after it has given the member the opportunity to be heard. The Society shall not return a subscription or a part of it to a member who has been struck off the Society's rolls.

THE SOCIETY'S MEETINGS

4. The Society shall hold its annual general meeting between January and May. In conjunction with this annual general meeting, the Society shall also hold a scientific meeting. Presentations for the scientific meeting shall be chosen on the basis of abstracts.

An additional meeting shall be held when the annual general meeting so decides, when the Committee considers it warranted or when at least one-tenth (1/10) of the Society's members with voting privileges write to the Committee to request an additional meeting on a specified issue. The additional meeting shall be called within thirty (30) days of a request. The call for the meeting shall specify the issues to be discussed.

Each ordinary member shall have one vote in the Society's meetings. When the votes are equal, the chair shall have the casting vote; when the votes are equal in an election, however, lots shall be drawn. Supporting members shall have the right to speak at meetings.

CALLING A MEETING OF THE SOCIETY

5. The Committee shall call the Society's meetings. Invitations must be submitted at least two (2) weeks (14 days) before each meeting by sending them to each member by post or email or by publishing the invitation in *Aikakauskirja Duodecim*, *Suomen Lääkärilehti* or another Finnish journal in the field. If an invitation is sent by post or email, it shall be sent to the address specified in the roll of members.

THE ANNUAL GENERAL MEETING

6. The following items shall be on the agenda of the Society's annual general meetings:
 1. Opening of the meeting

2. Election of a chair and secretary, as well as two (2) official(s) to examine and approve the minutes and to count the votes
3. Confirmation of the legality and quorum of the meeting
4. Confirmation of the rules of procedure of the meeting
5. Presentation of the financial statement, the Committee report of the Society's activities in the previous operating period and the auditors' report
6. Decision on the approval of the financial statement
7. Decision on granting release from liability to the Committee and other accountable persons
8. Confirmation of the Society's operational plan for the next operating period
9. Determination of the amount of the annual subscription paid by ordinary members and supporting members in the next operating period
10. Approval of the Society's budget for the next operating period
11. Election of Committee members for the next three (3) years in place of those members whose term of office is ending
12. Election of two (2) auditors and their deputy auditors (cf. section 10 below);
13. Discussion of other issues specified in the invitation and presented to the meeting
14. Discussion of the arrangements for next year's scientific meeting (time, place and organisers).

THE COMMITTEE

7. The Committee shall consist of from five to nine (5–9) members elected in the annual general meeting.

The term of office of the Committee members shall be the time between three (3) annual general meetings. The Committee shall be elected in the annual general meeting so that from one to four (1–4) members are elected each year. Members whose term of office is ending can also be re-elected.

The Committee shall annually elect a chair, a vice-chair and a secretary from among its members. The Committee shall elect other necessary officials, such as a treasurer, from among its members or shall appoint them from outside.

The Committee shall meet at the invitation of the chair or, if he or she is unable, at the invitation of the vice-chair or at the request of at least half the Committee members.

Meetings of the Committee shall be quorate when at least half the Committee members, including the chair or vice-chair, are present. When the votes are equal, the chair of the meeting shall have the casting vote; when the votes are equal in an election, however, lots shall be drawn.

THE COMMITTEE'S TASKS

8. The primary tasks of the Committee shall include the following:
- To lead the Society's operations in accordance with legislation, rules and decisions made at meetings
 - To prepare the topics for discussion at annual general meetings and any other meetings, and to call meetings
 - To approve prospective members of the Society and to maintain the roll of members
 - To put forward proposals for the development of the Society's operations
 - To set up the necessary committees and work groups
 - To raise funds and manage existing assets
 - To ensure that the Society's accounting activities comply with legislation and good practice

- To appoint and dismiss officials and to determine the terms of their employment.

THE RIGHT TO SIGN ON BEHALF OF THE SOCIETY

9. The chair, vice-chair or secretary of the Society's Committee or the Society's treasurer shall be authorised to sign on behalf of the Society.

THE OPERATING AND ACCOUNTING PERIOD AND AUDITING

10. The Society's operating and accounting period shall be from 1 January to 31 December.

The Society's financial statement, together with the related documents, shall be submitted to the auditors at least one (1) month before the annual general meeting. The auditors shall submit their written statement to the Committee at least two (2) weeks before the annual general meeting.

The term of office of the Society's auditors and deputy auditors shall be the time between annual general meetings.

THE AMENDMENT OF THE RULES AND THE DISSOLUTION OF THE SOCIETY

11. Any issues discussed at the Society's meetings and related to the amendment of the Society's rules, the dissolution of the Society or the assignment of the majority of the Society's assets to another shall be decided in favour of the side which receives at least three-quarters (3/4) of the votes.

THE DISMANTLING OF THE SOCIETY

12. If the Society is dismantled or closed down, its assets shall be used to advance the Society's purpose as defined in the meeting in which the decision on dismantling or closing down is made.