



**Statutes of
Uppsala Akademiska Roddarsällskap (UARS)
founded in 1992, ratified on 18 January 1993,
revised on 18 March 2010, revised on 26 March 2020**

CLUB PROGRAMME

§ 1 Club Mission Statement

Rowing is a pleasant pastime both for the body and soul – it also promotes mental and physical harmony.

§ 2 Club Composition and Mission

The activities of the club are carried out voluntarily (non-profit) and is open for students and others who might be interested. The club originally consisted of a group of students at Uppsala University and the Swedish University of Agricultural Sciences (SLU). The club's mission is to continue promoting and maintaining the spirit and activity stated in §1.

CLUB MEMBERS

§ 3 Membership

The term *member* refers to a physical person whose personal details have been registered by the club secretary and who has paid the membership fee established at the annual general meeting. The term *supporting member* refers to those who have paid the membership fee for supporting members established at the annual general meeting and whose details have been registered by the club secretary.

The term *honorary member* refers to a person who may be elected as such after earning the right within the club or who has promoted the club's goals in an excellent manner. Honorary members are appointed after suggestion by the board at the club's ordinary meetings.

Any decisions regarding membership refusal are taken by the board. Membership may only be refused if it can be assumed that the person in question will act contrary to the mission or interests of the club. The decision must include the reason for membership refusal, as well as what the membership applicant must observe when appealing the decision.

§ 4 Withdrawal

Any member who fails to pay the membership fee before the last payment date established by the board may be regarded as having requested a withdrawal from the club. If so, the membership is terminated by removing the person in question from the membership list.

§ 5 Exclusion



No member may be excluded from the club for any reason other than the following: failing to pay the fees established by the club; acting against the club's activities or mission; or clearly harming the club's interests. Exclusion decisions are made by the club's board.

§ 6 Membership Rights and Obligations

Members

- are entitled to attend meetings organised for club members
- are entitled to information on matters associated with the club
- must follow the statutes of the club and decisions made by any club committee, as well as follow the statutes, provisions and decisions of the organisations stated in § 24
- shall provide coaching as agreed with the club's rowing captain and carry out repairs as agreed with the club's materials manager.
- shall pay the membership fee no later than on the date established by the board, in addition to all other fees stipulated by the club. Honorary members are exempt from the membership payment obligation.
- shall follow the rowing regulations in Appendix 2.
- may be liable to pay compensation for material damage caused by negligence, intent or carelessness.
- are not entitled to claim compensation for any work carried out as part of the club's activities.
- shall treat each other with respect and consideration.

A person will be designated at the election meeting, as a representative to contact if someone feels they are being harassed. In the event of any discrimination or harassment, members are encouraged to contact the designated representative. Such matters are covered by the action plan outlined in Appendix 3.

§ 7 Participation in Sporting Activities

Members are entitled to participate in the club's sporting activities on the same conditions and under the forms established within the sport. However, this right does not include supporting members.

The sport of rowing is characterised by a sense of honesty and fair play. When participating, all members must observe the norms outlined by the Swedish Rowing Federation (Svenska Roddförbundet) to combat doping.

Members are not allowed to participate in competitions or exhibitions as representatives of the club unless approved by the board. Members must hold a competition licence with the club in order to gain access to its boats and equipment when competing. The board's approval is required if members competing for another club wish to use UARS' boats and equipment when competing. If the competition or exhibition in question is

organised outside Sweden, the Swedish Rowing Federation must also give its approval,



unless decided otherwise.

ORDINARY MEETINGS

§ 8 Date, Notice

The term *ordinary meetings* refers to the annual meeting and the election meeting. The annual general meeting is held in March and the election meeting in November.

The dates of the ordinary meetings are decided by the board. The notice must be sent to members by e-mail no later than 14 days prior to the meeting. If applicable, it must inform on suggested statute amendments, club closure or mergers with other clubs or other issues of significant importance to the club or its members.

Administration and management reports, the auditor's report, the operational and budget plan, as well as the board's proposals and submitted motions, including the board's opinion, must be made available to the members no later than one week before the annual general meeting. The notice must state where said documents can be found.

§ 9 Motions to be Considered at the Ordinary Meetings

Both members and the board may file motions to be considered at the ordinary meetings.

Motions filed by members shall be made available to the board no later than three weeks prior to the ordinary meeting. When the board issues a written opinion of the motion, it shall be made available to the members no later than one week before the ordinary meeting.

The agenda must be sent to members by e-mail no later than one week prior to the ordinary meeting.

§ 10 Right to Vote, Right of Expression and Right of Proposal All members who have paid the membership fee and who will be at least 15 years of age the year in which the meeting takes place have the right to vote.

The right to vote is personal, however it can be transferred to any other member eligible to vote. A written power of attorney must be submitted to the meeting secretary before the meeting opens and it must be approved at the ordinary meeting as a separate item on the agenda. Each member may only hold and exercise one (1) power of attorney.

Members without the right to vote are entitled to express their opinion and to submit proposals.

§ 11 Quorum

The ordinary meetings are quorate based on the number of present eligible members.

§ 12 Decisions and Voting

Decisions are made by acclamation or voting, if requested. Voting concerning the election of



board members and marshals shall be carried out with sealed ballot papers. Open voting shall be employed in all other cases. However, if requested by any member eligible to vote, secret ballots shall be used.

With the exception of the cases stated in § 28, section 1 and § 29 and board elections, all voting outcomes are decided by absolute majority, i.e. approval is granted if more than half of the votes are in favour.

Board elections are decided by relative majority, i.e. those who have received the highest number of votes are elected, regardless of how said votes stand in relation to the total number of votes.

In the event of a split vote not concerning board elections, the chairman of the meeting decides the outcome, provided that he is eligible to vote. If not, the outcome is decided by a randomly selected ballot. A split vote at board elections is also decided by a randomly selected ballot.

Decisions are confirmed by a strike of the gavel.

§ 13 Electability

All members who are entitled to vote can be elected to the board and the election committee. However, employees of the club cannot be elected to the board, election committee or as auditors. The auditor position may not be held by anyone who has been a member of the board during the fiscal year under audit. The auditor does not have to be a member of the club.

§ 14 Matters to be Considered at the Ordinary Meetings

At the ordinary meetings, the following matters shall be considered and recorded:

1. Preparation of the voting list
2. Election of meeting chairman and secretary
3. Election of certifier and teller
4. Determination of whether the meeting has been duly convened
5. Approval of agenda
6. Processing of the board's proposals and duly submitted motions
7. Other matters

In addition to the matters to be considered at the ordinary meetings, the following matters shall also be considered and recorded at the annual general meeting:

1. The board's annual report for the most recent fiscal year
2. The board's administration report (balance sheet and profit/loss statement) for the most recent fiscal year
3. The auditor's account of the board's administration of the most recent



operating/fiscal year

4. Whether to grant the board a discharge from liability for the auditing period 5.
Determination of membership fees
6. Determination of a operating plan and budget processing for the next operating
/fiscal year

In addition to the matters to be considered at the ordinary meetings, the following matters shall also be considered and recorded at the election meeting:

1. Election of the club chairman for a period of one year
2. Election of other board members according to § 19 for a period of one year
3. Election of an auditor, as well as a deputy auditor for a period of one year.
Members of the current board may not participate in this election.
4. Election of two members for the election committee for a period of one year
5. Election of marshals according to Appendix 1 for a period of one year
6. By-election of marshals who have not been appointed during the ordinary election proceedings

Decisions of greater financial importance to the club or its members may only be made if included in the meeting notice.

§ 15 Extraordinary Meeting

The board may summon club members to extra-ordinary meetings.

The board is obligated to call an extraordinary meeting when requested either by the auditor or by at least one tenth of the club's members who are eligible to vote. Such a request must be submitted in writing and state the reasons supporting it.

When the board has received a request for an extraordinary meeting, it must issue such notice within 14 days. The meeting itself must be held within two months after the request has been received. The meeting notice shall be issued in the same manner as for the ordinary meetings.

Failure by the board to announce or issue a notice of the extraordinary meeting entitles the requesting parties to take action as outlined in the previous paragraph. At extraordinary meetings, only the matters specified in the request may be considered.

The provisions in § 10 and § 11 regarding voting rights and quorum also apply to extraordinary meetings.

ELECTION COMMITTEE

§ 16 Composition and Obligations

The election committee consists of a chairman and two ordinary members. The chairman and one of the two ordinary members are elected at the election meeting. The election



committee's second ordinary member is appointed by the board no later than two months prior to the election meeting.

No later than six weeks before the election meeting, the election committee shall ask those whose term expires at the end of the year whether they want to serve as candidates for the next term.

No later than one week before the election meeting, the election committee shall submit its suggestions to the club.

Suggestions of board members and marshals made by other members must be submitted to the election committee before the election meeting is declared open.

By-elections are held for any positions that the election committee is unable to appoint during the ordinary elections. Candidates for by-elections are nominated during the election meeting at the appropriate item on the agenda (§ 14, second last paragraph, item 6).

The board is responsible to ensure that elections are held no later than at the annual general meeting for any positions that were not appointed during the ordinary elections.

AUDITOR

§ 17 Auditor

The auditor is entitled to continually review the club's financial accounts, board minutes, minutes from the ordinary meetings and other documents.

The club's financial accounts must be submitted to the auditor no later than on 1 February each year.

The auditor shall review the board's management and financial accounts for the most recent fiscal and operating year, and also submit an auditor's report no later than 14 days prior to the annual general meeting.

BOARD

§ 18 Composition

The board consists of the chairman, treasurer as well as the deputy chairman, secretary, materials manager, rowing captain, communications manager and clubhouse manager. The board shall consist of both men and women. The board should include students from Uppsala

University and the Swedish University of Agricultural Sciences in Uppsala (SLU). The board should also include at least one member from the board of the previous year.

The board may appoint individuals as co-opted members. Such members are not entitled to vote, although they may be granted the right to express their opinion and to make proposals. Such individuals may be appointed positions on the board.



§ 19 Obligations

In the event of insufficient members at the ordinary meetings, the board serves as the club's decision-making authority and is responsible for all matters of the club.

The board shall be accountable for the operation of the club according to established plans, and act in the members' best interests. Board members may not take part in decisions where they either depend on the decision itself or on the outcome, or in any decision where they may be regarded as a biased party.

It is the specific obligation of the board to

- manage the organising of Universitetskapprodden between Uppsala University and Lund University, when held in Uppsala (even years)
- ensure that the laws and provisions applicable to the club are observed • enforce decisions made at the ordinary meetings
- plan, lead and distribute work within the club
- be responsible for and manage the club's funds
- submit financial accounts to the auditor as per § 17
- prepare the ordinary meetings
- within the board, appoint one member to the election committee

Unless decided otherwise, each board member is responsible for the respective duties stated below.

§ 19 a Chairman

The chairman is the club's official representative, and is responsible for leading the negotiations and administration of the board, as well for monitoring the compliance with the club's statutes, and other binding provisions, agreements and decisions. After the fiscal year, the chairman shall draft a management report and submit it to the board no later than one week prior to the annual general meeting. If the chairman is unable to attend said meeting, the deputy chairman shall act in his stead.

§ 19 b Treasurer

The treasurer, who also serves as the deputy chairman, is responsible for collecting all fees, executing all payments on behalf of the club, managing the club's bookkeeping, and for preparing the club's financial statements no later than on 1 February each year. The treasurer shall prepare budget documents, monitor the budget, ensure that the club's tax

liabilities, fees and other liabilities are paid on time, and, if applicable, prepare and submit the required details concerning taxation and fees. It is also the treasurer's responsibility to ensure that the club's buildings, sports equipment, prizes and other property are insured in a satisfactory manner. The treasurer serves as chairman of the Sponsor and Financial Aids Committee.



§ 19 c Secretary

The secretary is responsible for recording the minutes during the board's meetings and for managing the club's correspondence. The secretary shall maintain a membership list, as well as a list of the club's prizes and competition results. By following up the minutes from previous meetings, the secretary shall ensure that ratified decisions have been enforced. Unless otherwise decided by the chairman, the secretary shall sign all outbound documents. The secretary is responsible for ensuring that placards and prizes are available during prize ceremonies. The secretary serves as chairman of the Marketing Committee.

§ 19 d Materials Manager

The materials manager is responsible for administering and maintaining a list of the club's materials, vehicles and facilities, and, when required by the board, present suggestions for the purchase of new materials. The materials manager serves as chairman of the Materials Committee.

§ 19 e Rowing Captain

The rowing captain shall ensure that training sessions are organised, appoint coaching activities to qualified members and assume responsibility for supplementary training concerning rowing technique and coaching. The rowing captain attends to competition entries, competition licences and shall monitor the compliance of competition rules. The rowing captain serves as chairman of the Coaching Committee.

§ 19 f Clubhouse Manager

The clubhouse manager is responsible for ensuring due care of the clubhouse, and, when needed, to present proposals for the purchase of new equipment for the clubhouse. The clubhouse manager is also responsible for the communication with the property owner regarding issues related to the clubhouse. The clubhouse manager serves as chairman of the Social Activities Committee.

§ 19 g Communications Manager

The communications manager shall ensure that the club's website is updated with relevant information, and, when needed, distribute information to club members and other interested parties by using other information channels, such as e-mail etc. The communications manager shall also ensure the exposure of other interesting events in the club via the Swedish Rowing Federation's (Svenska Roddförbundet) magazine, *Svensk Rodd*, and other official communication channels, with the purpose of distributing information of the club's activities.

§ 20 Meeting Notice, Quorum and Voting

The board is convened after notice by the chairman, or when requested by at least half of its members.

The board is quorate when all of its members have been summoned and when at least four members are present. All decisions require that at least half of the board's members are in agreement. In the event of a split vote, the chairman holds the deciding vote.



Voting by proxy may not take place.

The chairman is entitled to decide that urgent matters be resolved by written vote or in a telephone meeting. If no minutes are recorded, such decisions must be registered at the subsequent meeting.

Minutes must be recorded during meetings and be certified by the meeting chairman. Any dissenting opinions must be recorded in said minutes.

§ 21 Transfer of Decision-Making Power

The board may transfer its decision-making power in individual matters or in certain groups of matters to a committee, body or individual member.

Anyone who has made a decision on the basis of the aforementioned authorisation shall continually inform the board thereof.

DISPUTES

§ 22 Arbitration Clause

Legal proceedings in a court of law may not be initiated in the event of disputes between any member(s) and the club. Such disputes shall, unless otherwise stipulated by the statutes of the Swedish Sports Confederation (Riksidrottsförbundet) or the Swedish Rowing Federation (Svenska Roddförbundet), be decided in accordance with the Swedish Arbitration Act. Each party shall bear their own costs for the arbitration, as well as the costs for the appointed arbitrator. The chairman's costs, including the cost of a secretary (if applicable), shall be split evenly between the parties.

§ 23 Interpretation of Statutes etc.

In the event of any uncertainty regarding the interpretation of these statutes, or any event not already covered by the statutes, the matter shall be deferred to the next ordinary meeting. Urgent matters may be decided by the board.

GENERAL PROVISIONS

§ 24 Affiliation etc.

The club is a member of the Swedish Rowing Federation and is thus affiliated with the Swedish Sports Confederation.

The club is obligated to comply with the statutes and competition rules of the aforementioned organisations, as well as with any decisions made by senior sporting bodies. When needed, the chairman and secretary are responsible for ensuring that the aforementioned documents are available to the members of the club.



§ 25 Decision-Making Body

The ordinary meetings constitute the club's most senior decision-making body. In other circumstances, the board constitutes the club's decision-making body.

§ 26 Authorised Signatory

The chairman and secretary represent the club's authorised signatory.

§ 27 Operating and Fiscal Year

The club's operating and fiscal year runs from January 1 to December 31.

§ 28 Amendment of Statutes

Suggested amendments of these statutes may be submitted in writing both by members and by the board. Such suggestions may only be considered at the ordinary meetings. Approval at such meetings requires the attendance of at least two thirds of the submitted and approved votes. Statute amendments enter into force after ratification at two ordinary meetings in succession.

Such a matter may not be introduced unless clearly stated in the meeting notice that the suggested statute amendment will be considered for the second time. Suggested statute amendments may not be considered at extraordinary meetings. Any statute amendments must be submitted to the Swedish Rowing Federation.

§ 29 Statute Appendices

Proposed amendments of statute appendices may be submitted in writing, both by club members and the board, and may only be considered at ordinary meetings. Ratification requires at least two thirds of the submitted and approved votes. Statute appendix amendments come into force when ratified at an ordinary meeting. Such amendments may not be considered at extraordinary meetings.

§ 30 Dissolution of the Club

Dissolution of the club requires a decision as such at the annual general meeting with at least two thirds of the submitted and approved votes in favour.

The decision to dissolve the club must state that the club's assets shall primarily be used for the benefit of the sport of rowing and secondarily for the benefit of other sporting activities among students. The decision must also state where the club's documents will be archived.

The decision, along with certified transcripts of the board's minutes and the minutes from the annual general meeting regarding matter, as well as the audit report, balance sheets and profit/loss statement, shall immediately be submitted to the Swedish Rowing Federation.



§ 31 Financing

The club is financed by membership fees, financial aid and by other means acquired in an honourable manner.

§ 32 Relationship with Ultuna Student Union Sports Club (ULS IF) and the Uppsala Veterinary College Sports Club (VIF)

The use of boats, the boathouse and other material belonging to the Ultuna Student Union Sports Club (ULS IF) and Uppsala Veterinary College Sports Club (VIF) is regulated annually by separate agreement.



Appendix 1

List of marshal positions to be appointed at the election meeting

Sponsor and Financial Aids Committee

(Chairman: treasurer)

2 financial aids managers

Unrestricted number of members

Marketing Committee

(Chairman: secretary)

Unrestricted number of members

Materials Committee

(Chairman: materials manager)

1 motorboat manager

1 trailer manager

1 inrigger manager

Unrestricted number of members

Training Committee

(Chairman: rowing captain)

2 members responsible for beginners' rowing

2 members responsible for competitions

1 member responsible for indoor training

Unrestricted number of members

Social Activities Committee

(Chairman: clubhouse manager)

Unrestricted number of members

Election Committee

Chairman

One member (one additional member is appointed by the board no later than two months before the election meeting)

Auditor (1)

Deputy Auditor (1)

IT Manager (1)

Ceremony Manager (1)



Flag-bearer (1)

Archivist (1)



Appendix 2

Rowing Regulations

Motorboat Driving

Preparations:

- Fill the boat can up from the jeep can on land – never in the boat.
- The jeep can MUST contain “pure” 95 octane petrol – nothing else.
- The boat can must be mixed with 1-2 % of 2 stroke oil, preferably of the marine type.
- Estimate first how many litres of petrol the can is to be filled with, then fill up with the appropriate amount of oil. Then refuel the boat with the petrol in order to let the oil mix as well as possible.
- All handling of petrol must be carried out outdoors and at a safe distance from any open fires. During a normal summer’s day, the pressure in a fully-fuelled jeep can may build up to such a level that the petrol shoots out when opened.

Starting:

- Attach the dead-man's handle
- Pull out the choke knob (cold engine), set the throttle to the "start position" and pull the starter cord.
- As soon as the engine starts, be prepared to “keep it going”.
- After a few seconds, gently push the choke knob in.
- Use low RPM when putting the engine in gear.
- Do not engage the throttle fully during the first 2-3 minutes – let the engine warm up first.
- It is recommended to start the engine before leaving, in order to give it time to warm up while the crew is, for instance, fetching the oars etc.

Driving:

- Right-hand traffic is used on the river.
- A speed limit applies to almost the entire river – 5 and 7 knots. A rowing eight that is able to row 2000 metres in 6 minutes averages 10.8 knots! *Fyrisulven* has a top speed of approximately 15-20 knots. Please keep that in mind.
- Motorboats must give way to sailboats (provided it is sailing – it is regarded as a motorboat if using engine power). The overtaking boat is obligated to give way. Small boats give way to large boats, e.g. Kung Carl Gustaf. **Show your intentions well in advance.**
- One trick to minimise the amount of waves caused when approaching rowing boats is to steer right towards them and then give way shortly before passing. However, those executing such a manoeuvre must **clearly** demonstrate to the approaching rowing boat that they have seen it and will not run into it. Look at the rowing boat and wave at it etc. **Do not look in any other direction** even if the situation is under control, as those in the rowing boat are unaware of what you have seen and what your intentions are. Also make



sure to slow down.

- Do not row close to marker buoys, as they designate shallow waters or similar. Also, the buoys may not be placed in exactly the right location – they could have been moved by the ice during the winter
- It is strictly forbidden to use buoys as moorings.

Driving in poor visibility/darkness

- It often gets dark faster than expected, especially during the spring/autumn. Raise your eyes and look as far ahead as you can see on the river. Are you sure you would be able to spot a single scull rowing along the edge of the river? Just because you can see the eight that you are coaching does not mean that the visibility conditions are good.
- A torch or similar must be used when driving a motorboat in darkness.
- If it is not clear whether the approaching boat has seen you, turn on the torch and use it to light up your boat. Never shine it straight at the approaching boat, as it may impair the driver's visibility in darkness.
- Never drive when it is dark unless absolutely necessary.

Last but not least

- Use a life vest!



Appendix 3 - Action Plan in the Event of Discrimination and Harassment