



Statutes of the Registered Support Association

Council of the German American Conference at Harvard e.V.

in the Version of April 29th, 2016 (Decision of the Executive Board of April 29th, 2016 in keeping with section § 8, paragraph 4, and section § 13 of the Statutes)

Section § 1: Name and Registered Address

- (1) The association bears the name "Council of the German American Conference at Harvard e.V."
- (2) It has its registered address in Berlin and is entered in the official register of clubs and societies.
- (3) The financial year is the calendar year.

Section § 2: Purpose of the Association

- (1) The purpose of the association is to provide active support for the respective German American Conference at Harvard in Germany and in the United States, as well as to provide support for the network of participants and supporters of the Conference, including the academic and practical exchange of the participants on transatlantic topics.
- (2) The association can carry out all measures that correspond to this purpose. It pursues direct, non-profit-making objectives only, this in the sense of the section "Tax-Deductible Purposes" in the tax code.
- (3) The purpose of the statutes is realized in particular by the organization of events of transatlantic relevance, such as seminars, lectures, conferences and informal meetings. To this end the association shall coordinate its efforts, where necessary, with the Harvard Alumni Association. The association also makes efforts to underline its transatlantic character in that it makes the most important documents available in English, if needed. On principle, documents originally written in English are not translated into German, unless this is legally prescribed.

Section § 3: Selflessness

- (1) The association is selflessly active and is not primarily concerned with economic interests of its own.
- (2) Funds of the association may only be used for purposes that are in keeping with the statutes. The offices of the association are discharged on an honorary basis.
- (3) No benefit may be given to any person for expenditure that is not in keeping with the purpose of the association, and no payments may be made that are disproportionately high.

Section § 4: Membership

- (1) Any adult person or corporate body able to provide evidence, vis-à-vis the executive board, of a connection to Harvard University or to the German American Conference at Harvard can become a member. The admission of new members is undertaken by the executive board. A decision relating to a written application for membership is taken by the executive board at the next meeting. In cases in which the applicants satisfy the membership criteria, the executive board decides by simple majority. An appeal may be lodged against a rejection received in writing (or sent by e-mail), the response to which will also be determined at the next general meeting. The appeal must be lodged immediately after receipt of the notification of rejection, or within fourteen days at the latest.
- (2) The membership ends with the death of the member, or with the departure or exclusion of the member from the association. Departure can only be made to the end of a calendar year and written notice of this must be given to the executive board three months before the end of the year.
- (3) If, despite a prior written reminder and the setting of an appropriate payment deadline, a member fails to pay a membership contribution in the sense of section § 5, paragraph I of these statutes, the executive board is entitled to decide to exclude this member. If, before expiry of the period set for payment, a member is able to convince the executive board of the existence of temporary financial difficulties that make the payment of a contribution unreasonable, this member shall not be excluded if the omission of timely payment of the membership contribution takes place for the first time.
- (4) In other cases of gross infringement of the obligations of the association or in cases of the existence of some other "good cause" in the person of the member, the general meeting shall decide, at the proposal of the executive board, whether to exclude a member.

Section § 5: Membership Contributions and Income

- (1) Membership fees can be charged. The general meeting shall decide on the applicability and level of such fees.
- (2) The income of the association consists of:
 - a) membership fees;
 - b) donations and bestowals of the members;
 - c) bestowals and donations of all sorts from persons and institutions;
 - d) and revenues from association assets and other income.
- (3) Any profits may only be used for purposes in keeping with the statutes.
- (4) On their departure, or in the event of the dissolution of the association, the members shall have no entitlement to the association assets.

Section § 6: Executive Bodies

The association's executive bodies are

- a) the executive board,
- b) the advisory board,
- c) the presidium,
- d) the general meeting.

Section § 7: The General Meeting

- (1) The general meeting shall constitute a quorum if it has been properly convened. The invitation may be sent by e-mail two weeks in advance.
- (2) Each member shall have one vote. For purposes of exercising voting rights, another member of the association may be authorized in writing. No member may represent more than two other members.
- (3) Changes in the statutes, a change in the purpose of the association or the dissolution of the association shall require a two-thirds majority of those members present. Members who abstain from voting are regarded as not being present.
- (4) A written record is to be kept on the decisions of each general meeting. The written record is to be signed by the person heading the meeting.
- (5) The general meeting shall be obliged

- a) to determine the number of members on the executive board as well as the period of their office, whereby the first period of office after the foundation of the association shall be three years;
- b) to elect and dismiss the members of the executive board;
- c) to take receipt of and to decide on the endorsement of the annual report of the executive board, the audit report and the annual financial statements;
- e) to decide on the exoneration of the executive board,
- e) to choose an auditor who must not belong to the executive board;
- f) to decide on the dissolution of the association.

Section § 8: The Executive Board

- (1) In the sense of section § 26 of BGB [German Civil Code], the executive board shall consist of at least four members: the first executive, the second executive, the third executive and the fourth executive. The duties of the executive board shall include the strategic planning of the association and its activities. The members of the executive board shall each be individually authorized for out-of-court representation, in keeping with section § 26, paragraph 2 of BGB. For court representation at least two members of the executive board must be present.
- (2) The executive board shall make its decisions by simple majority vote at the meetings of the executive board or by the circulation voting method, which may also be carried out by e-mail or by telephone.
- (3) In the event of a split vote, the vote cast by the first executive shall be decisive.
- (4) The executive board shall constitute a quorum if at least three members of the executive board are present at a meeting of the executive board, or are involved in a decision by circulation voting method by way of vote-casting.
- (5) The election of the executive board is undertaken by the general meeting and is valid for a period of 3 years, as from the date of the election. It shall remain in office until the election of a new executive board. The office of a member of the executive board shall also end with the ending of the ordinary membership or by means of resignation of office.
- (6) The executive board shall be empowered, in the event of an early departure of a member of the executive board or in the event of unforeseeable encumbrance, to supplement itself (co-opting). At the next general meeting at the latest an election shall be held.
- (7) Should no new executive be elected the old executive board shall remain functional and in office.

Section § 9: Duties of the Executive Board

- (1) At least once a year, the executive board, in numbers entitling it to representation, is to invite members to the general meeting in writing (or by e-mail) two weeks in advance (the day of the meeting not included). At the same time notification of the agenda pre-stipulated by the executive board is to be given. Apart from this, on written application by at least a third of the members, the executive board shall be required to convene a general meeting.
- (2) The executive board shall conduct the business of the association in accordance with the statutes and the decisions of the general meeting.
- (3) The heading of the general meeting is to be undertaken by the first executive, or in the event of his/her prevention, by the second executive, or in the event of his/her prevention by another member of the executive board.

Section § 10: The Presidium

- (1) The presidium shall consist of at least seven members. With the consent of the respective holder of office and at the invitation of the executive board, the respective German consul general in Boston, the German ambassador in Washington and Germany's Coordinator of Transatlantic Cooperation shall belong, ex officio, to the presidium.
- (2) The remaining members of the presidium are elected by the general meeting for a period of three years. Staggered periods of office shall be preferred such that each year a number of presidium members stand for election. Even after expiry of their periods of office, members of the presidium shall remain provisionally in office until their re-election or until the election of a successor. Presidium members shall be elected by simple majority.
- (3) By virtue of its office, the executive board shall belong to the presidium.
- (4) The right to propose new presidium members shall be the prerogative of the executive board, as well as of the chairperson of the advisory board.
- (5) It is the duty of the presidium to stand up in public for the interests of the association, and to lend support in the selection of speakers for events of the association and for the German American Conference at Harvard. The presidium shall also support the executive board in soliciting donations.
- (6) A presidium member can be removed from office by the general meeting for good cause. If a presidium member leaves office prematurely, the presidium can elect a successor for the remaining period of office.

(7) The presidium is to elect the advisory board and the chairperson of the advisory board by simple majority. The executive board shall have the right to propose a chairperson for the advisory board. The chairperson of the advisory board shall head the presidium and the advisory board.

Section § 11: The Advisory Board

(1) The right to propose members of the advisory board is the prerogative of the chairperson of the advisory board, together with the executive board.

(2) The remaining members of the advisory board are elected by the presidium for a period of two years. Staggered periods of office are to be preferred such that each year a number of members of the advisory board stand for election. Even after expiry of their periods of office, members of the advisory board shall remain provisionally in office until their re-election or until the election of a successor.

(3) A member of the advisory board can be removed from office by the presidium for good cause. If a member leaves office prematurely, the presidium can elect a successor for the remaining period of office.

(4) It is a duty of the advisory board to advise the executive board in the strategic planning of the association and its activities, to stand up for the interests of the association in public, and to support it in the selection of speakers for the events of the association and for the German American Conference at Harvard. The advisory board is also to support the executive board in soliciting donations.

Section § 12: Dissolution of the Association

In the event of dissolution or annulment of the association or of the loss of tax-beneficial objectives the assets of the association shall be passed on to the German American Conference at Harvard as a donation.

Section § 13: Authorization of the Executive Board

The executive board shall be authorized to make any changes to parts of the statutes required by the court of registration or by the tax authorities.