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## **Spring housing meeting 2024**

Date: May 17th, 2024

Place: Ryds Herrgård

Attendees:

### **§1. Opening of the meeting**

### **§2. Election of speaker**

### **§3. Election of secretary**

### **§4. Election of adjustment persons including voting calculator**

### **§5. Adjustment of electoral register**

### **§6. Registration of other items to the agenda**

### **§7. Approval of the agenda**

### **§8. Information from the board**

### **§9. Approval of the association name**

The association name - Förtroenderådet i Ryd (in short FR Ryd) -

### **§10. Processing of incoming proposals**

Change paragraph 11.5 in the bylaws from:

All protocols must be available at FR Ryd's office.

to:

All protocols must be available upon request.

### **§11. Approval of the statute**

### **§12. Process Auditor's report**

### **§13. Issue discharge from liability for previous board**

### **§14. Election of the General and Executive Board**

- a. **Chairman**
- b. **Treasurer**
- c. **Secretary**
- d. Webmaster
- e. Bike workshop manager
- f. PR
- g. Logistics
- h. External relations
- i. Auditor for 2023/2024



**§15. Other items**

**§16. Closing of the meeting**

**§17. Signatures**

| <b>Role</b> | <b>Name</b> | <b>Date</b> | <b>Signature</b> |
|-------------|-------------|-------------|------------------|
| Secretary   |             |             |                  |
| Chairman    |             |             |                  |
| Adjusters   |             |             |                  |
|             |             |             |                  |

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The Statute Of Förtroenderådet i Ryd

Förtroenderådet i Ryd
Alsättersgatan 7b:40
SE- 584 35 Linköping
Org. No: 822003-0475
Contact: styrelsen@frryd.se

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1. General

- 1.1. The association's name is the Förtroenderådet i Ryd and its abbreviation is FR Ryd.
- 1.2. The association's purpose is to, as a non-religious and non-partisan association, safeguard the interests of its members in matters concerning housing and work to ensure that rent payers have an influence in the lease negotiations.
- 1.3. The association is based in Ryd, Linköping, Sweden.

2. Organisation

- 2.1. The association's members gathered for the housing meeting constitute the association's highest decision-making body.
- 2.2. Ordinary housing meetings are the spring meeting and the autumn meeting. The spring meeting is also an annual meeting.
- 2.3. The association's affairs are managed by a board responsible to the members.
- 2.4. The financial year is the period 1 July - 30 June.

3. Organisation documents

- 3.1. FR Ryd's governing documents are its statutes and its supplement regulations.
- 3.2. The regulations shall include the association's general operational goals and policies, instructions for the chairman, vice chairman, treasurer and secretary, as well as rules for the management of the association's finances.
- 3.3. The regulations apply until they are changed by the housing meeting, which is done by a majority.
- 3.4. Only the housing meeting or additional general meeting has the right to change FR Ryd's governing documents.
- 3.5. For amendments or additions to FR Ryd's articles of association, a decision is required at two consecutive general meetings, at least two months apart, one of which must be ordinary.
- 3.6. Amendments and supplementary proposals to FR Ryd's articles of association that have been rejected by the general meeting may not be returned within 10 months from the date of the decision.
- 3.7. In the event of a dispute concerning the interpretation of the governing documents, the Board of Linköping University is the interpreter. Its decision cannot be appealed. Until a notice is announced, FR Ryd's board's interpretation applies.

4. Decision making

- 4.1. At all meetings of FR Ryd, decisions are made by majority, unless otherwise stated in the articles of association. In the event of an equal number of votes, the Chairman has a tie-breaking vote.



- 4.2. Voting takes place openly unless otherwise stated in the articles of association or requested.
- 4.3. In the election of persons, the person who receives the most votes is chosen.
- 4.4. In the event of an amendment or addition to the governing document and in matters under the item other issues, decisions are made by a 2/3 majority.

5. Membership

- 5.1. Membership in this organisation will not be restricted on the basis of national origin, race, colour, religion, disability, sexual orientation, sex, age.
- 5.2. Member of the association (later called member) is a student who is included in a rental contract for housing in Ryd, Linköping approved by Studentbostäder i Linköping AB.
- 5.3. A member is also the one, over 15 years old, who is a permanent cohabitant with the contract holder.
- 5.4. Eligible for the FR Ryd's board member (later called board member) and deputy member is the one who is enrolled at Linköping University and has a rental contract for housing in Linköping.
- 5.5. For other assignments, people who are not members of FR Ryd can also be selected.
- 5.6. No one may hold more than one of the following positions at the same time: board member, deputy board member, auditor, deputy auditor or member of the nomination committee.
- 5.7. An elected representative can resign from his assignment by notifying the board in writing, the assignment then becomes vacant.
- 5.8. Membership in the board will be nullified by the Presidium if a member is unable to fulfil the membership requirements prescribed by this Statute.
- 5.9. FR Ryd does not have the right to decide on mandatory membership fees.

6. Housing meeting

- 6.1. Attendance, opinion, proposal and voting rights belong to every member.
- 6.2. The right to request the announcement of a general meeting has:
 - The board
 - The auditor
 - 50 members in writing
 - Housing association
- 6.3. When this has happened, the board shall hold the same no later than three weeks after receipt of the request.
- 6.4. The general meeting is quorate when at least 3 members (could be part of the board or not) are present at the meeting. The majority ($\frac{2}{3}$) of the attendees needs to agree on the changes.
- 6.5. Members have the right to attend, vote, express opinions and make suggestions.



- 6.6. Notice of a meeting shall be posted at least 8 days before the meeting takes place. The meeting shall address the matters that are not incumbent on the housing meeting to decide in accordance with §7.10-7.12 and contain the address of the website. Preliminary agendas shall be posted on the organisation website at the same time.
- 6.7. Motions to the housing meeting must be received by the board no later than 4 days before the meeting. Only signed motions are admitted for consideration. The motions and the agenda must be available before the general meeting.
- 6.8. During the period 01/06 - 01/09 and 15/12 - 15/01, a housing meeting may not be held.
- 6.9. The spring housing meeting will be held during the period 01/03 – 31/05. The autumn housing meeting shall be held during the period 01/09 – 30/11. In addition to this, a housing meeting must be held when the business so requires.
- 6.10. It is the responsibility of the autumn housing meeting to:
 - Review the previous board's annual report.
 - Process the auditors' audit report.
 - Try the issue of discharge from liability for the previous board.
 - Execute elections for any position, if required.
- 6.11. It is the responsibility of the spring housing (annual) meeting to:
 - Determine the budget for the next financial year.
 - Execute election of chairman, secretary, treasurer, members and any deputies to the board for the coming financial year.
 - Execute election of an auditor.
 - Decide which positions of trust are to be remunerated and the size of the remuneration.
- 6.12. The annual meeting may also, at the request of a member or co-opted member, elect a nomination committee for the coming financial year of two to five members.

7. The Board

- 7.1. The board is the executive body for the housing meeting and is appointed by the same.
- 7.2. The Board consists of a minimum of five and a maximum of twelve members, all of whom meet the requirements for eligibility in accordance with section 5.
- 7.3. The board's term of office follows the association's financial year.
- 7.4. The resigning board shall, within two months of its resignation, have compiled its annual report and financial statements, and shall have submitted these to the auditors and the current board.
- 7.5. The board appoints chairman, treasurer, secretary as well as other functionaries according to the need.
- 7.6. The same person may not hold more than one of the following positions: chairman, vice chairman, treasurer and secretary.



- 7.7. Vacancies that arise within the Board during the current financial year shall primarily be filled with the help of the deputies elected by the annual meeting. The board can then fill vacancies with suitable members. Vacancies as deputies do not need to be filled.
- 7.8. When 2/3 of those who have been elected by the annual meeting (ordinary and / or deputies) have resigned during a financial year, the board shall immediately convene an extraordinary general meeting, and report on the past operations and conduct new elections by the board.
- 7.9. If there are none board members, the last Chairman can appoint the eligible people for any position in the board, including the Chairman, outside of the housing meetings.
- 7.10. The Board meets at the invitation of the Chairman or Vice Chairman or when at least three of its members or an auditor so request. Notice shall be given to board members, deputy board members, auditors, committee chairmen and permanent co-chairs three days before the meeting.
- 7.11. The Board has a quorum when at least half of the members, including at least one of the Chairman or Vice Chairman, are present.
- 7.12. Attendance, opinion and proposal rights accrue to the Board, the Board's deputies, the auditors, the Chairman of the Nomination Committee, the Chairman of the Committee and the co - chairs at the meeting.
- 7.13. If an ordinary board member is unable to attend a board meeting, the deputies shall take his or her place in the order in which they have been elected by the annual meeting or elected by the board.
- 7.14. The right to vote at board meetings has a regular board member who is present at the meeting, as well as a deputy who replaces a regular board member at the meeting.
- 7.15. The board shall meet at least once a month during the period 01/09 - 01/06.
- 7.16. It is the responsibility of the board to:
 - work in accordance with the association's goals as set out in FR Ryd's regulations.
 - convene the housing meeting.
 - work for constructive cooperation with the property owner or his representative.
 - work for constructive contact between FR Ryd and other organizations.
 - work for good relations between the members and other residents in Ryd.
 - maintain a list of existing decisions.
 - at the annual meeting present proposals for the budget for the coming financial year.

8. The Presidium

- 8.1. The Chairman, Vice Chairman and Treasurer together constitute the board's Presidium.
- 8.2. If a decision-making board meeting cannot be convened, the Presidium takes its place.



- 8.3. The Presidium has the right to decide on behalf of FR Ryd's Board in all matters in which FR Ryd's Board has the right to decide.
- 8.4. Decisions may only be taken by the Presidium on matters in which all members of the Presidium agree.
- 8.5. The rest of the Board shall be informed of the decisions taken by the Presidium at the next Board meeting.

9. The Committees

- 9.1. The Board has the right to set up committees and assign tasks to them.
- 9.2. The committees consist of a Chairman and a number of members.
- 9.3. The board appoints a chairman and has the right to dismiss all or parts of a committee.
- 9.4. The committee appoints its members. The chairman of the committee shall report to the board who is a member of the committee.
- 9.5. The chairman of the committee is responsible for reporting regularly to the board on the committee's activities.

10. Revocation of the Membership Privileges

- 10.1. The board or an individual board member can be dismissed by the general meeting. Decisions on this are made by a 2/3 majority.
- 10.2. Proposals for the removal of the Board must be included in the preliminary agenda.
- 10.3. If the entire board is set aside, the sitting meeting shall announce a general meeting to be held within two weeks and appoint a new nomination committee and those responsible for convening and other preparations for the meeting.
- 10.4. Membership may be immediately revoked by the Presidium if the member violates the FR Ryd's rules and regulations.

11. Protocols

- 11.1. Minutes of the admission of present members and a list of co-opted members are kept of the decisions at the housing general meeting. The minutes are adjusted by the chairman of the meeting and two adjusters appointed by the meeting. The adjusting persons may not be ordinary board members.
- 11.2. Minutes are made at the Board meetings. The minutes are adjusted by the chairman of the meeting and Secretary.
- 11.3. Minutes are kept of the decisions of the Presidium meetings, which must be adjusted by all members of the Presidium.
- 11.4. All minutes, from the general meetings and from meetings of the board and the Presidium, shall be adjusted no later than 14 days after the meeting.
- 11.5. All protocols must be available at FR Ryd's office.

12. Audit



- 12.1. The board elects one auditor annually any time during the financial year but the latest one month before the end of the financial year.
- 12.2. The auditor cannot be a current member of the board.
- 12.3. Eligible for the auditor's role is the one who is enrolled at Linköping University and has a rental contract for housing in Linköping.
- 12.4. It is the auditor's responsibility to:
 - annually review the board's management and accounts.
 - three months after the start of a new financial year, be ready with the auditor's report and submit it to the sitting board and to the chairman of the audit year.
 - present the auditor's report at the annual meeting.
- 12.5. The auditor have the right to take part in all accounts, minutes and other documents whenever they wish.
- 12.6. If the treasurer resigns before the end of the financial year, the auditors must review their administration within one month and submit a special audit report.

13. Nomination Committee

- 13.1. It is the responsibility of the Nomination Committee to:
 - Actively work to find members for board positions and other positions of trust prior to the annual meeting.
 - At the annual meeting, present proposals for members for various positions of trust during the next financial year. The proposed members must have given their consent.
 - Strive for good contact with FR Ryd's board.
- 13.2. To facilitate the informative work about recruitment, the Nomination Committee has the right to use FR Ryd's medium for information (website, e-mail lists, bulletin boards).
- 13.3. The prospective members have the rights to apply via the recruitment forms created and managed by the Nomination Committee before the annual meeting and/or autumn housing meeting .

14. Signatories

- 14.1. The Chairman, Secretary and Treasurer have the right to sign on FR Ryd's company name independently.
- 14.2. The board can decide on limited subscription rights for another person.

15. Disbandment

- 15.1. For the dissolution of FR Ryd, a decision is required by a 2/3 majority at two consecutive housing meetings, at least two months apart, one of which must be ordinary. The issue can only be considered as the first item on the agenda after initial formalities.



- 15.2. After two months, an extraordinary general meeting must be announced. The meeting shall only deal with the former board's and interim board's discharge from liability. The activity reports and the audit reports must be completed one week before the Extraordinary General Meeting.
- 15.3. Equipment, funds and assets must be deposited with the Union Service Agency for Co-influence in Housing Issues (KOMBO).
- 15.4. If an association is formed within four years whose purpose can be considered to be in accordance with the spirit of these articles of association, FR Ryd's deposited assets shall go to the newly started association. If no such association has been formed within this time, the money goes to KOMBO, to be used for housing promotion purposes in Ryd.
- 15.5. The decision-making right regarding the return of equipment, funds and assets to a new association lies with KOMBO.
- 15.6. Only when points 15.1-15.5 are met, the Board of FR Ryd is dissolved.