



**Bylaws of
"Toastmasters St. Gallen"**



Toastmasters St. Gallen

I. General dispositions

Article 1

The club will be operated under the name of "Toastmasters St. Gallen" in accordance with Article 60ff of the Swiss Civil Code.

Art. 2 Corporate headquarters

The seat of the club is at the University of St. Gallen.

Art. 3 - Duration

The club will remain in existence for an unlimited period of time.

Goals and Activities

Art. 4

Toastmasters St. Gallen will be a chapter part of an international organization, Toastmasters International. Toastmasters is an educational organization synthesized for the purpose of helping members improve their communication, public speaking, and leadership skills. Through its thousands of member clubs, Toastmasters International offers a program of communication and leadership projects designed to help people learn the arts of speaking, listening, and thinking.

Article 5

The activities of the organization include:

1. Weekly meetings during school session to participate in giving a speech, providing feedback to other members, or to participate in a leadership role.
2. Occasional participation in regional public speaking competitions

Membership

Article 6

Anyone with a connection to the University of St. Gallen (Students, Alumni, Employees, Training staff) can become a member of the organization. Members without a connection to the University of St. Gallen can become a member as well but may not serve as an officer or on the board. Members without a connection to the University of St. Gallen may become a member provided they fill out an external application for admission of an external member.



Toastrasters St. Gallen

Art. 7

Membership begins with payment of the membership fee. Membership dues are set at 20 CHF per member. Membership continues until May 30th of the subsequent year for members who pay their dues between February and August. Membership continues until December 30th of the subsequent year for members who pay their dues between September and January. Members who have not paid their dues will cease being a member of Toastrasters St. Gallen.

Art. 8

- 1) There will be Officers and Regular Members in the club.
- 2) The following officer roles are instated upon the enactment of the club:
 - a) President
 - b) Vice President Education
 - c) Vice President Membership
 - d) Vice President Public Relations
 - e) Sergeant at Arms
 - f) Treasurer-Secretary
 - g) VP Legal

At minimum, the club must have a President, one Vice President, and Treasurer-Secretary. The Executive Committee may at its discretion create new roles based on the needs of the club. The new roles must be confirmed at the following General Assembly.

Organization

Art. 9

The organs of the Association are:

- 1) The General Assembly (GA);
 - 2) The Executive Committee (EB);
2. General Assembly
- a) Definition
 - i) The GA is the ultimate authority of the Association. It includes all the members.
 - b) Competences
 - i) The GA takes decisions regarding the following matters :
 - (1) Election of the EB members;



Toastmasters St. Gallen

- (2) Adoption and modification of the Statutes;
 - (3) Choice of the Revisor

- c) The GA weighs in on itself and sets legal precedence on all other topics on the agenda which are not part of the EB's competences.

- 3. Meetings and invitations
 - a) The GA convenes at least once a year in May of each year.
 - b) An extraordinary GA will convene each time the EB will judge it necessary, or when one fifth of the members will request it (written form) to the EB. This extraordinary GA must meet within one month after the request has been submitted.
 - c) The GA (ordinary and extraordinary) is convened by the EB - by mail or email or via social media (such as Facebook) - at least 7 days before the meeting. The invitation must include the agenda as well as the place and time of the meeting. The GA's agenda must be sent to the members by the EB at least 3 days in advance.
 - d) A quorum is met when a majority of the active club members is present at the General Assembly. A quorum for handling committee business matters is met when a majority of the club Executive Committee is present.

- 4. The Executive Board
 - a) is composed of the Officers of the club as stated in Article 8
 - b) Following the initial tenure of the initial group of Officers, elections will be held by the General Assembly. Elections must be held at the first meeting in May of the club in each year. Club officers are elected for a term of one-year from July to the following June.
 - i) Every active individual member may vote in the election.
 - c) An executive board member must be a student of the University of St. Gallen and must be enrolled for each semester which he or she is serving as an officer.



Toastmasters St. Gallen

Financial Resources

Art. 10

1. The resources of the Association come from:
 - a) The yearly membership fee.
 - b) Possible subventions
 - c) Possible donations and legacies
 - d) Conditional revenues from events
 - e) Sponsoring and fundraising
 - f) All other origins of revenue
2. Financial responsibilities of the members
 - a) The Association responds to its liabilities exclusively on its assets. Personal responsibility of the directors or members is excluded.
3. The accounting period of the club runs from June 1st to May 30th.
4. The Reviser - The accounts must be revised and audited by an external person once a year before the GA. The external person must present his report to the GA.



Toastmasters St. Gallen

Responsibilities of the Association activities

1. Primary responsibility of the association towards a third party
 - a) The association is responsible for all damages, regardless of whether or not damages have been committed by a member of the association or one of its bodies. The primary responsibility for all important damages endured by a third party because of an activity of the Association conform to its statutory goals lies with the Association.
2. Personal responsibility of a member of the Association
 - a) Every member of the Association, being part of one of its bodies or not, engaged his personal responsibility when he caused, either on purpose or by negligence, damage to a third party in violating the most elementary requirements of caution.

The present statutes are instituted by the Executive Board of "Toastmasters St. Gallen" as of 4. May 2014

On behalf of the Toastmasters St. Gallen,

Jonathan A. Zandi,
President

Flo Huber
VP Legal

Rebecca Fels
Treasurer-Secretary

Hakim Baazaoui
VP Membership

Titus Palivan
VP Operations

Akol Diedrich
VP Education