

## **Charter**

For the registered non-profit association „Help Jamaica e.V.

### **§1 Name and Domicile**

The association's name is:

**”Help Establish Library Projects in Jamaica e.V.“ (Help Jamaica e.V.)**

It is registered in the register of associations and has its domicile in Berlin.

Liegnitzer Str.41

10999 Berlin

Germany

Accounting year is the calendar year.

### **§2 Purpose of the Association**

The association is exclusively dedicated to charitable and non-profit aims. (Tax-Sheltered Purposes “Steuerbegünstigte Zwecke” according to General Fiscal Law (Abgabenordnung) §§ 51 ff. AO

The purpose of the association is:

The support of the existing Reading-Centre in Trenchtown, Jamaica, (TRC) and the development of further libraries and learning opportunities in the future. The TRC is a charitable and non-profit establishment. It is financed completely by donations and bounties of private persons or companies and organisations. The funds raised in Germany are dedicated to support the going concern of the TRC, as well as to establish more Reading Centres after the model of the TRC in other needing areas where people don't have a regular access to adequate education.

This purpose will be particularly realised through:

Collection of bounties, finding sustaining members and establish a network of supporters and friends for:

- Maintenance and expansion of the existing educational offer of the TRC
- Construction and establishment of further Reading Centres in other areas
- Acquirement of mobile computers for teaching of computer- and internet-skills

### **§3 Non-Profit-Organisation**

The association is non-commercial and don't has profit-oriented goals. Funds can only be used in the declared intentions and for the in the charter outlined purposes. The people working in the association don't get salaries in their function as members. Nobody is allowed to benefit from expenses for means not included in the associations aims. Neither can persons benefit from extraordinary high salaries or allowances.

### **§4 Membership**

Every natural person or incorporated person, which is supporting the aims and goals of the association can become regular or sustainable member. The membership-fees are determined and specified in dues schedule resolved from the general meeting of members. The chair decides over applications for membership, which must be sent in written form. Membership ends by resignation, expulsion or death. Resignation has to be declared to the chair within a time limit of four weeks. Expulsion can be exercised immediately, if a member is acting seriously against the outlined purposes and aims. The member must be given an opportunity to explain his action before the expulsion can be executed, the member can appeal against the decision within 2 weeks, the next general meeting has to decide over the issue. IF a member doesn't pay his fees for more than 12 months the membership ends automatically.

## **§5 Membership fees**

The members pay fees determined by the general meeting. Welfare recipients are free of charge of membership fees.

## **§6 Bodies of the association**

- general assembly of members
- chair

## **§7 Assembly of Members**

The general assembly of members is the highest element of the association and is scheduled once a year. Irregular general meetings have to be announced if the interests of the association demand it or if 20% of the members call for it in written form mentioning the reason. The membership meeting is announced in written form by the chairpersons keeping a term of 3 weeks while at the same time announcing the reasons.

The general member association is responsible for all duties which are not delegated in the statutes. It is particularly responsible for:

- appointing and dismissal of the chair
- appointing and dismissal of the treasurer
- acceptance of the annual reports and the balance sheet
- acceptance of the report of the cash auditor
- supporting the board
- determination of the sum of membership fees
- changes in the charter with majority of 3/4
- of the association majority of 3/4

-determination of future goals and actions of the association and the financial means in order pursue them

-every general assembly of members meeting is quorate if convened in accordance with the charter, no matter how many members take part

Every member has one vote which is not transferable. The assembly of members is deciding with simple majority of the attending members, if the charter don't points out special voting requirements. The vote rejects a motion. Absention from vote or invalid votes are not counted. The decisions have to be written down in the record.

## **§8 The Board**

The board consist of the 1. chairperson and the 2. chairperson.

The board according to § 26 BGB are:

1. Chairwoman

**Birte Timm**

2. Chairman

**Hilmar Keding**

The board is embodying the association general and in front of the law.

The board is elected by the general member's meeting for a period of 5 years. Re-election is possible.

The acting boards is remaining in office until the new board is elected. The board is responsible for the activities of the association. It is acting unsalaried. It allowed to announce an executive director for the administrative duties, who is allowed to take part in board meeting in advising function. Board meetings are held as necessary but at least once a year. The written invitations are sent by the 1. chairperson or the 2. chairperson granting a time period of 4 weeks before the meeting.

Board meetings are only quorate if completely attendant by all board members.

The resolutions are taken with simple majority, the resolutions have to be recorded in written form and have to be signed by the 1. chairperson.

## **§9 Certification of Resolutions**

The resolutions are taken with simple majority, the resolutions have to be recorded in written form and have to be signed by the 1. chairperson.

## **§10 Dissolution of the Association and Distribution of Association's Funds**

In case of dissolution or a cease of its current charitable aims the association's funds will go to the supported Reading Centre(s). All resolutions regarding the distribution of the association's funds can only be executed with the tax authorities consent.

**Berlin, 05.07.2008**