

Approved in the founding meeting 30.3.2010, updates approved 12.8.2010.

1. The name and domicile of the association

The name of the association is Thespians Anonymous Theatrical Society ry and its domicile is Helsinki.

2. Purpose and activities

The purpose of the association is to promote in particular English-speaking theatre activities and to satisfy the demand of in particular English-speaking plays in Finland as well as provide an opportunity for its members to execute English-speaking theatre productions. The activities include mainly rehearsals and performances of various plays and radio plays as well as execution of various other types of productions, eg. audiovisual productions. In addition, the association organises training and recreational activities for its members.

In order to support its activities, the association can after having obtained the appropriate licences accept donations, organise fund-raising, and sell tickets to its performances. The association is non-profit.

3. Members

Anyone, who approves the purpose and the bylaws of the association can join as a member of the association.

The executive committee approves members upon application.

4. Resignation and dismissal of members

A member has the right to resign from the association whenever by announcing this to the executive committee or its chairperson or by announcing the resignation in an association meeting so that it is marked in the minutes.

Executive committee can dismiss a member from the association, if the member has not paid his/her due membership fee, or in some other way has not fulfilled the duties that the member has committed to by joining the association, or with his/her actions in or outside the association has caused considerable harm to the association, or does not fill the terms for membership stated by either the law or the bylaws of the association.

5. Membership fee

The association can collect a membership fee from its members. The fee is decided in the autumn meeting.

6. Executive committee

The executive committee takes care of the matters of the association. The executive committee is elected in the spring meeting. The executive committee must have at least four and at most six members. The executive committee must have at least a chairperson, a vice chairperson, a secretary, and a treasurer.

The term of office of the executive committee is the time between the spring meetings.

The chairperson prepares and presides the meetings of the association and the executive committee, takes care of relations of the association and together with the secretary, is in charge of internal communications and making the plan of actions. The secretary writes the minutes, updates the list of members and makes the annual report. The treasurer takes care of the accounting of the association, prepares the financial statement and strikes the balance, and if needed, acts as the vice chair. The members of the executive committee can also agree on a different distribution of tasks and delegate tasks to other members of the committee.

The executive committee convenes by the invitation of the chairperson, or, if s/he is prevented from sending the invitation, by the invitation of the vice chairperson, whenever they see a need for a meeting, or whenever at least half of the executive committee insists on one.

The executive committee has quorum when at least half of its members, including the chairperson or the vice chairperson are present. Votes are settled with a simple majority. If votes are tied, the vote of the chairperson settles the matter. However, in the case of election, the tie is settled by lot.

7. Persons entitled to sign in the name of the association

The chairperson, vice chairperson, secretary, or treasurer are entitled to sign in the name of the association. Two signatures are required. However, the treasurer is entitled to sign alone in the name of the association.

8. Accounting period and auditing

The accounting period of the association is the calendar year. The financial statement and other required documents have to be given to the auditors at least three weeks before the spring meeting. The auditors must give their written statement to the executive committee at least two weeks before the spring meeting.

9. Meetings of the association

The association holds two annual ordinary meetings.

The spring meeting of the association is held in February and the autumn meeting is held in September on a date determined by the executive committee.

An extraordinary meeting is held, when the ordinary meeting decides so, or when the executive committee sees there is a reason for one, or whenever at least one tenth (1/10) of the members entitled to vote demands one from the executive committee in written form with regards to a specific matter. The meeting must be held in thirty days time after the demand has been presented to the executive committee.

In meetings, each member has one vote.

Votes are settled with a simple majority. If votes are tied, the vote of the chairperson settles the matter. However, in the case of election, the tie is settled by lot.

10. Manner of and period for announcing association meetings

The executive committee must announce the association meeting at least seven days before the meeting by sending a written notice of the meeting.

11. Ordinary meetings

In the spring meeting, the following matters are covered:

1. Opening the meeting
2. Electing a chairperson and a secretary for the meeting, electing two scrutinizers of the minutes, and if necessary, two tellers.
3. Stating the presence of a quorum
4. Approving the agenda of the meeting
5. Presenting the financial statement, the annual report and the auditor's statement
6. Confirming the financial statement and discharging the executive committee and other responsible parties from liability
7. Confirming the plan of action and the revenue and expenditure estimate
8. Electing the executive committee
9. Electing one or two auditors and their deputies
10. Discussing any other matters mentioned in the notice of the meeting.

In the autumn meeting, the following matters are covered:

1. Opening the meeting
2. Electing a chairperson and a secretary for the meeting, electing two scrutinizers of the minutes, and if necessary, two tellers.
3. Stating the presence of a quorum
4. Approving the agenda of the meeting
5. Deciding the membership fee for the next calendar year
6. Specifying the plan of action
7. Assessing the finances of the rest of the year against the budget
8. Discussing any other matters mentioned in the notice of meeting.

If a member of the association wishes to have a matter dealt with in the association's spring or autumn meeting, s/he must announce it to the executive committee in written form in advance, so that the committee has enough time to include the matter to the notice of the meeting.

12. Changing the bylaws and dissolution of the association

The decision about changing the bylaws of the association or dissolving the association must be done in an association meeting with a majority of at least three quarters (3/4) of the votes given. It must be mentioned in the notice of the meeting that bylaws or dissolving the association will be discussed.

If the association is dissolved, the assets of the association are to be used to promote the cause of the organisation in a manner specified in the dissolving meeting. If the association is abolished, the assets are to be surrendered for the same purpose.