



SECTION ONE CLUB HLÁVKOVA KOLEJ

§ 1

General provisions

1. Name of the Club is „Club Hlávková kolej”.
2. Name of the Club can be abbreviated to „HK”.
3. Club Hlávková kolej (hereinafter referred to as „the Club”) is a dorm club of CTU Student Union (hereinafter referred to as the „CTU SU”).

§ 2

Statement of Purpose

The purpose of this organization shall be:

- a) to organize and promote extracurricular activities;
- b) to use information technologies to promote studies;
- c) to defend interests and rights of Club members;
- d) to assure the self-dependent running of the Club.

SECTION TWO CLUB STRUCTURE

§ 3

Officers

1. Officers of the Club are:
 - a) Dorm Board of Club HK (hereinafter referred to as „DB”);
 - b) President of Club HK (hereinafter referred to as „the President”);
 - c) Vice-President of Club HK (hereinafter referred to as „the Vice-President”);
 - d) Administrator of the Club HK computer network (hereinafter referred to as „the Network Administrator”);
 - e) Administrator of the Fitness Centre HK (hereinafter referred to as „the Gym Administrator”).
2. All offices of the Club are unpaid. The dorm board can enact an exemption from the membership fee for its officers.

§ 4

Dorm Board of the Club

1. DB is the highest executive body of the Club. By the Charters of CTU SU, DB runs the Club.
2. Members of the DB are:
 - a) 3 elected Club representatives;
 - b) elected representative of all residents of Hlávková Dormitory;
 - c) representative of „Hlávková nadace” (Hlávková Foundation), chosen by Hlávková nadace;
 - d) chosen representatives of the foreign languages of residents, maximum of 2.
3. Position of foreign language representative is established by decision of the DB.

4. DB:
- a) decides on club projects and activities;
 - b) sets a budget of the Club;
 - c) decides on investment plans and projects of the Club;
 - d) puts a membership on hold or cancels a membership;
 - e) decides on exemptions to the membership;
 - f) approves the Charters of the Club HK and their amendment;
 - g) issues internal regulations of the Club;
 - h) provides an annual report on the Club;
 - i) provides a report on running of the Club;
 - j) elects and withdraws from the office of the President;
 - k) elects and withdraws from the office of the Vice-President;
 - l) names and withdraws from the position of the representatives of the foreign languages of residents;
 - m) names and withdraws from the position of the Network Administrator and their deputy;
 - n) names and withdraws from the position of the Gym Administrator and their deputy;
 - o) decides on an exemption from the membership fee;
 - p) decides on demise of the Club.
5. DB meets as needed but at least once every three months.
6. DB meeting is called by the President or the Vice-President in their absence. Should at least three Board Members demand a DB meeting, the meeting will be held without further delay.
7. Quorum for a DB meeting is an active attendance of at least half the DB members.
8. DB meeting is led by the President or the Vice-President.
9. DB meetings are public. On DB meetings, only members of the DB have the voting right.
10. A report and attendance sheet are produced from every DB meeting. These documents must be saved in the archive of the Club. Copies of the notes must be made public.
11. DB can hold a referendum concerning:
- a) important Club-related matters;
 - b) a withdrawal of a representative of the Club (of the residents) based on a petition by at least 1/10 of the members of the Club (residents).
12. Member of the DB can resign in a written abdication form to the President.
13. In case of a resignation of a BD member, the President must hold additional elections in 15 days' time.
14. DB can dismiss itself by the decision of all its members. In such case, the President must hold new elections in 15 days' time. Until a new DB is established, the Club is run by the President. During this time, the President is not allowed to make a decision which might significantly affect running of the Club.
15. Full working term of the DB is 2 years.

§ 5

Club President

1. The President runs and represents the Club.
2. The President is responsible for financial and asset management of the Club.
3. The President:
 - a) accepts new club members;
 - b) engages with the SÚZ ČVUT („Správa účelových zařízení ČVUT“);
 - c) administers records of club members;
 - d) calls and organizes elections.
4. The President is elected by the DB and appointed by the President of the CTU SU. Presidential candidate must be an elected representative of the Club.

5. Mandate of the President is terminated by:
 - a) the DB;
 - b) withdrawal;
 - c) resignation.

§ 6

Club Vice-President

1. The Vice-President is responsible for the administrative management of the Club.
2. The Vice-President:
 - a) substitutes the President in running of the Club;
 - b) prepares a budget proposal;
 - c) prepares an annual report of the Club running;
 - d) prepares a report on financial and asset management of the Club;
 - e) manages the archive of the Club.
3. The Vice-President is chosen by DB from DB members.
4. Mandate of the Vice-President is terminated by:
 - a) the DB;
 - b) withdrawal;
 - c) resignation.

§ 7

Network Administrator

1. The Network Administrator administers and runs the HK computer network.
2. The Network Administrator regularly informs the DB about the running of the HK computer network.
3. The Network Administrator and his deputy are appointed by the DB. The administrator and his deputy must be members of the Club.

§ 8

Gym Administrator

1. The Gym Administrator supervises the running of the Fitness Centre HK.
2. The Gym Administrator manages the records of Club members permitted to the Fitness Centre.
3. The Gym Administrator can withdraw the permission to access the fitness centre in case of repeated breaches of the Operational Conditions of the HK Fitness Centre.
4. The Gym Administrator and his deputy are appointed by the DB. The Administrator and his deputy must be members of the Club.

§ 9

Club Projects

1. Developmental and constructive running of the Club is realized through Club Projects.
2. A project is approved by the DB based on the project aim.
3. A project must have an administration team and a head of the project.
4. Funding for the project is allocated by the DB based on a justified application of the project administration.

5. Head of the project regularly presents the DB with reports on running of the project.

SECTION THREE CLUB MEMBERSHIP

§ 10

Membership Creation

1. Any resident of Hlávková dormitory can become a member of the HK Club.
2. Club membership does not exclude a membership in other clubs or offices of CTU SU.
3. Club membership is created by a decision of the President and by registration to the membership records of the Club.

§ 11

Membership suspension and termination

1. Membership is suspended:
 - a) by a written request of a member to the President for a finite period of time, 1 year at most;
 - b) by a decision of the DB for a finite period of time due to violation of the Club rules.
2. Membership is terminated:
 - a) by a written request of a member to the President;
 - b) by an unpaid membership fee with a passed suspension period;
 - c) by a decision of the DB;
 - d) by a termination of accommodation contract at Hlávková dormitory.

§ 12

Member Rights and Responsibilities

1. Every Club member has a right to:
 - a) partake in all club activities;
 - b) vote and be elected as a Club or CTU SU officer;
 - c) be informed about the running of the Club and CTU SU;
 - d) submit proposals and suggestions to the Club and CTU SU;
 - e) use benefits of membership in the Club and CTU SU.
2. Every Club member is obliged to:
 - a) keep the Club Charter and CTU SU Charter;
 - b) keep internal regulations of the Club and CTU SU;
 - c) duly pay the membership fee, except for times when given an exemption by the DB;
 - d) pay membership fee, except exemption from the membership fee decided by DB;
 - e) keep the Dormitory Accommodation rules, issued by SÚZ ČVUT;
 - f) refrain from behaviour that might harm the good name of the Club and CTU SU;
 - g) protect the assets of the Club and CTU SU and handle them with care.

§ 13

Honorary Membership

1. The DB can award a person who made distinctive contributions to the development of the Club with Honorary Membership.

2. Honorary Members are exempt from the condition of residency on Hlávkova Dormitory (§ 10, par. 11; § 11, par. 2, letter d) and they are exempt from payment of the membership fee (§ 12, par. 2, letter d).
3. Honorary Member does not have a vote right given by § 12, par. 1, letter b.

SECTION FOUR FINAL PROVISIONS

§ 14

Validity

1. This Club Charter is valid from the day of validation by the Student Parliament of CTU SU.
2. This Club Charter comes into effect on 01/01/2017.

§ 15

Repeal

This Club Charter fully replaces and repeals the Club Charter validated by the Student Parliament SU CTU on 26/01/2010.

Validated by KR HK on 01/10/2016.

Validated Student Parliament SU CTU on 19/10/2016.

Bc. Vojtěch Kaiser v.r.

President of Club Hlávkova kolej