

Statutes of the QGIS User Group Switzerland

1 Goals of the QGIS User Group

- 1.1 The QGIS User Group Switzerland is an association of Quantum GIS (QGIS) users in Switzerland. The QGIS User Group constitutes as an association (Verein im Sinne des Schweizerischen Zivilgesetzbuches (Art. 60-79 ZGB)).
- 1.2 The goals of the QGIS User Group Switzerland are as follows:
- Coordination of QGIS developments and available financial resources for features that are of interest to Swiss QGIS users
 - Marketing of QGIS within Switzerland, e.g. through orientations, case studies, informative meetings or articles in GIS related media
 - Initialization of the Development of QGIS based application modules (e.g. underground cadastre, surveying, urban planning, waste-water/GEP, etc.)
 - Information about current developments and initiatives to the members of the association
 - Support of research or studies around QGIS and related OSGeo projects
 - Sponsoring of the general QGIS project and community

2 Organisation of the QGIS User Group

- 2.1 The QGIS User Group Switzerland consists of
- Individual (private) Members
 - Collective Members
 - Honorable Members

Membership categories are defined as follows:

Cat. A: larger collective members: (Provinces, Cities > 100'000 population, companies > 10 employees)	3 votes
Cat. B: smaller collective members: (Cities \leq 100'000 population, companies \leq 10 employees, educational institutions)	2 votes
Cat. C: Individual members (natural persons):	1 vote
Cat. D: Students or retired persons:	1 vote

2.2 The formal entities of the QGIS User Group are:

- The general meeting (meets at minimum once per year)
- The steering committee
- The controllers (accounting)
- The subgroups

2.3 Members can form subgroups for the development and maintenance of QGIS based application modules and projects. The requirements for the foundation of a subgroup are:

The subgroup

- organizes itself
- reports to the steering committee about its activities
- coordinates important decisions with the steering committee
- finances its projects themselves
- does its own accounting
- is open to all members of the QGIS user group Switzerland

2.4 New Members of the QGIS User Group need to apply in written form (email, letter, form on the homepage of QGIS User Group Switzerland). The steering committee approves new memberships.

2.5 Collective members are companies, public authorities and other associations.

2.6 Honorable members are individual persons who receive special credits for extraordinary achievements around QGIS development, quality assurance, community work or other achievements in the QGIS project. Applications for the nomination of an honorable member should be directed to the steering committee. The general meeting votes about the nomination of a new honorable member.

2.7 Membership cancellations happen through either of the following reasons:

- The voluntary membership termination of the member. Membership terminations must be directed to the steering committee in written form. Full membership fees must be paid for incomplete years due to membership terminations.
- Through non-payment of the annual membership fee after two written reminders.
- Through exclusion, e.g. in case a member disrespects the statutes. Exclusions are voted in the general meetings and need a $\frac{2}{3}$ majority of present voters of the general meetings.

3 Administration of the User Group

3.1 The general meeting takes place each year in spring. The assembly location and date is determined and communicated by the steering committee. The date has to be communicated at least two months in advance. The invitation to the general meeting is

communicated in written form or electronically. The steering committee publishes a meeting agenda prior to the meeting. The general meeting can be combined with another meeting, conference or event.

The general meeting has to deal with the following affairs:

- a) Approval of the annual report
- b) Approval of the annual financial report
- c) Determination of annual membership fees
- d) Approval of the annual budget
- e) Election of the president, the steering committee and the financial controllers
- f) Collection of proposals made by individual members regarding the activities of the user group
- g) Resolutions/voting of proposals made by individual members
- h) Definition and revision of the statutes
- i) Miscellaneous

All other decisions and competences are the responsibility of the steering committee.

Applications or proposals issued by individual members can only be voted on if the application arrives more than two weeks prior to the general meeting. The steering committee has to list the proposals in the publication of the meeting agenda.

Extraordinary meetings can be convened by the steering committee or on demand of a at least $\frac{1}{3}$ of the members. The invitation to extraordinary meetings have to be sent at least two weeks prior to the meeting.

Every officially convened general meeting has a quorum. At elections and for voting a simple majority (more than 50%) of the present members decides, except for the cases listed in 2.6 and 4.4.

The reporting year and the accounting year starts at January 1 and ends at December 31.

3.2 The steering committee consists of

- the president
- the secretary
- the treasurer

Members of the steering committees have a mandate for three years or until the resignation of the member of the steering committee. A reelection is possible. The president can have a mandate for a maximum of six years.

3.3 The financial revenues of the association are originating from membership fees,

donations or other sources of revenue.

- 3.4 The annual membership fee has to be paid before July 1. New members who join the group after July 1 do not have to pay fees for the year they joined the group.

The membership fees are defined or confirmed each year by the general meeting and are recorded in the protocol of the general meeting.

- 3.5 The Statutes are written in german language and translated to french and potentially other languages. In case of contradictions between the german and the translations, the german version is the master version.

- 3.6 The general meeting elects two financial controllers (1st and 2nd controller and alternate controller). The mandate is for two years. Each year, the 1st controller is replaced by the 2nd controller, the alternate controller replaces the 2nd controller.

- 3.7 Limited Liability: the QGIS user group can only be held liable up to the amount of the current assets of the association. Personal liability of members of the steering committee or individual other members are excluded.

Additional Regulations

- 4.1 The protocol of the general meeting has to be provided by the secretary until the invitation of the following year is sent, at the latest. The president of the user group authorizes the release of the protocol.

- 4.2 Official correspondence of the user group is carried out in english language to avoid translation costs.

- 4.3 The official domicile of the QGIS user group is the residence of the president of the QGIS user group Switzerland. The group is legally represented by the presidents signature and a signature of an additional member of the steering committee. The treasurers signature is valid within the bounds of the annual budget authorized by the general meeting.

- 4.4 The QGIS user group Switzerland can only be dissolved by the general meeting with a majority of more than $\frac{3}{4}$ of the members present at the general meeting. In case of the liquidation of the user group, the general meeting can vote on the usage of the assets of the user group with a simple majority (more than 50% of voters).

Statutes are approved by the general meeting in Solothurn on February 8, 2012 and revised by the general assembly on March 3, 2014.

The President

The Secretary