

# GOBLET Statutes

27 June 2016

## Definitions - Article 1

With regard to these Statutes, the following definitions apply:

**GOBLET:** the Global Organisation for Bioinformatics Learning, Education & Training is a world-wide network of bioinformatics organisations and professionals who are committed to supporting, disseminating and advocating bioinformatics training worldwide. The founding members are those of the B<sup>3</sup>CB Meeting, Uppsala (SE), 2 June, 2012 ([www.mygoblet.org/about-us/goblet-events/inaugural-b3cb-meeting](http://www.mygoblet.org/about-us/goblet-events/inaugural-b3cb-meeting));

**AGM:** GOBLET's Annual General Meeting;

**Member:** any individual, or organisation represented by an individual, who pays a membership fee commensurate with his/her career/country status or his/her role in GOBLET, and who operates according to the Stichting Statutes and its Byelaws;

**GOBLET Constituency:** the paid-up membership of GOBLET, forming the voting college;

**Executive Board:** the management body of GOBLET;

**Operational Board:** the operational body of GOBLET;

**Committee:** a standing group whose role is to expedite and facilitate GOBLET's work;

**Task Force:** a dynamic group whose role is to complete a designated task and/or to make recommendations to GOBLET's operational and/or management bodies.

## Name, Location & Duration - Article 2

1. The Stichting is known as STICHTING GOBLET, henceforth referred to as GOBLET.
2. GOBLET is registered in Nijmegen, The Netherlands.
3. GOBLET is established for an indefinite period of time.

## Goals & Scope - Article 3

1. GOBLET's goals are to provide a global, sustainable, support and networking infrastructure for bioinformatics trainers and trainees; to facilitate bioinformatics capacity development in all countries; to develop standards, guidelines and branded materials and courses to help drive up the quality of bioinformatics training; to reach out to teachers at high-schools; to foster the international community of bioinformatics, biocuration, biocomputing and computational biology trainers; ultimately, to become the professional body for bioinformatics learning, education and training.
2. GOBLET achieves its goals by, among other activities:
  - a) harnessing the knowledge, expertise and technologies of its members;
  - b) responding strategically to matters of joint importance, whether technological, financial or political;
  - c) functioning as a dissemination network for bioinformatics training information;
  - d) organising meetings and workshops to provide bioinformatics training;
  - e) acting as a focus for attracting financial support and administering its accrued funds for activities agreed by its Boards.

## Finances - Article 4

1. The financial resources of GOBLET may comprise:
  - a) membership fees;
  - b) grants obtained from funding agencies and/or other sources;
  - c) donations and other income.
2. Membership fees are due annually, their amount being defined by the Executive Board.
3. These monies can only be used for GOBLET activities.
4. Spending must be approved by the Executive Board.
5. The Treasurer has the authority to make transactions approved by the Executive Board.

## **The GOBLET Constituency – Article 5**

1. The Constituency may nominate candidates for, and vote to elect, members of the Executive Board and Committee Chairs.
2. The Constituency may propose, and vote for, AGM locations (subject to approval by the Executive Board, as per Article 9.4).
3. The Constituency may vote on other matters arising during the course of an AGM or extraordinary meeting.
4. Decisions made by the Constituency shall be accepted by a majority of votes cast, each member being entitled to 1 vote, if at least 60% of organisational members are present (or represented).
5. In any dispute over voting, not provided for in the Statutes, the Executive Board decides.

## **The Executive & Operational Boards – Article 6**

1. The Executive Board, with the support of its Operational Board, is responsible for running GOBLET's daily business.
2. The Executive Board, as the principal management body of GOBLET, is elected by, and empowered to carry out the decisions of, the Constituency.
3. The Executive Board comprises four members, among which are a named Chair, Secretary and Treasurer, the fourth being considered Member at Large (appointment to roles to be decided within the Executive Board, with duties outlined in the Byelaws).
4. The Executive Board may instantiate standing Committees to facilitate GOBLET's work.
5. The Executive Board may dismantle Committees that are no longer required to facilitate its work.
6. Some of GOBLET's activities may be delegated to time-limited Task Forces.
7. The Operational Board supports the Executive Board, helping both to manage GOBLET's daily operations and to steer its strategic direction.
8. The Operational Board consists of at least four members, and comprises the full Executive Board together with its Committee Chairs.
9. The Executive Board and Committee Chairs, who may be organisational or individual members, are elected by the Constituency at annual elections.
10. The Executive Board and Committee Chairs are elected for a period of three years, and may be re-elected, but may only serve for six consecutive years, after which they must sit out a period of one year before becoming eligible for a further period of up to six years.
11. Executive Board members should turn over in such a way that, where practicable, sufficient experience is retained on the Board to allow it to run effectively.
12. Members of the Executive and Operational Boards may step down at any time.
13. If one or more vacancies occur, the remaining Board members will seek to appoint one or more successors within two months.
14. The Executive and Operational Boards can only approve decisions if at least 60% of their members are present (or represented) and the decision approved with a majority vote.
15. Operational Board members can be compensated for out-of-pocket expenses while on GOBLET business; they will not be paid to Chair Committees or to sit on the Executive Board.

## **Executive Manager & Administrative worker(s) – Article 7**

1. The Operational Board can decide to appoint an Executive Manager and/or administrator to support the Executive Board.
2. The appointment and duties of such staff will be handled by the Operational Board and defined relative to GOBLET's financial and administrative situation at that time.

## **Meetings of the Boards & Constituency – Article 8**

1. Meetings of the Executive and Operational Boards will be held monthly and minuted by

the Secretary; additional meetings may be convened as required.

2. An AGM will be convened annually, at a location voted for by the Constituency (subject to approval by the Executive Board, as per Article 9.4).

3. AGMs will be led by the Chair; in his/her absence the Executive Board will choose a substitute.

4. Minutes of the AGM will be taken by the Secretary, or another person nominated by the Executive Board. The minutes (which must include the date, place and time of the AGM, the list of attendees, and a summary of each item put to the vote and the results) must be approved by the Constituency.

### **Responsibilities & representation of the Executive Board – Article 9**

1. The Constituency represents GOBLET in law.

2. This responsibility is delegated to the Executive Board.

3. The Executive Board is not authorised to enter into agreements that place GOBLET in the role of a guarantor or main risk taker, or in the position where GOBLET represents a third party, or where GOBLET becomes responsible for a third-party debt.

4. The Executive Board cannot enter into agreements for which GOBLET does not have the financial capabilities.

### **Ending of Membership – Article 10**

1. The rights and benefits of a member will be suspended if that member defaults on his or her annual membership fee (extenuating circumstances may be considered by the Executive Board);

2. The Executive Board can discharge a member of GOBLET if his or her character, values and behaviour are at odds with the goals of GOBLET.

### **Financial Reports & Accounting – Article 11**

1. GOBLET's book year will be the same as the calendar year.

2. At the end of the book year, GOBLET's financial accounts will be closed. The Treasurer will, within six months, compile a statement of income and expenditure and balance sheet, with supporting invoices and, where possible, an accountant's report, *etc.*, and will submit these to the Constituency for their scrutiny.

### **Byelaws – Article 12**

1. The Operational Board may set Byelaws to handle subjects not covered by these Statutes.

2. The Byelaws may not contradict these Statutes.

3. The Operational Board is always entitled to change or abandon the Byelaws.

### **Changing the Statutes – Article 13**

1. The Constituency may change these Statutes by a majority of votes cast during an AGM or extraordinary ballot.

2. Changes to these Statutes must be registered by a notarial act.

3. The Executive Board is required to lodge any changes, and the changed Statutes, with the Openbaar Stichtingenregister (Publicly available Register of Foundations) in the town where GOBLET is registered (Nijmegen, The Netherlands).

### **Dissolution & Execution – Article 14**

1. The Constituency can dissolve GOBLET, providing the rules laid down in Article 13 are executed.

2. GOBLET will remain active after dissolution until all its funds have been allocated and spent.

3. This executive stage will be managed by the Executive Board.

4. The executors must ensure that the dissolution of GOBLET is registered as laid down in Article 13.

5. During the executive stage, these Statutes will remain, as far as possible, in force.
6. Any remaining funds and assets following the dissolution of GOBLET shall be spent, as far as possible, as laid down in the goals of GOBLET.
7. After the dissolution, the books and minutes of GOBLET shall remain for 20 years with the youngest of the executors.

#### **Conclusion – Article 15**

The Executive Board, with advice from the Operational Board, will decide on all situations and cases not covered by the law or these Statutes.