

# EANO BYLAWS

## Item I: Designation – Seat - Aim

### Article 1:

The international association with scientific aims is known as "EUROPEAN ASSOCIATION OF NEURO-ONCOLOGY", abbreviated "EANO" (hereinafter called: "the Association"). EANO is an "Association Internationale Sans but Lucratif (AISBL)", based on Belgian civil law, more specifically, the Belgian law of June 27th 1921 concerning international non-profit associations and foundations.

### Article 2:

The seat of the Association is located at the ECCO Head-Quarters, Avenue Mounier 83, 1200 Brussels, Belgium. The Association can have a postal address. Its administration can, however, be located in another European country .

### Article 3:

- A. Neuro-oncology is the discipline which studies neoplastic diseases of the nervous system (NS) and their effects on the normal NS both from clinical and basic aspects and covers:
- primary and secondary tumours of the nervous system and of the covering layers (meninges) of the NS;
  - neurological complications of systemic cancer and its treatment;
  - supportive and palliative care
- B. The aim of the Association which is entirely non-profit making is to promote neuro-oncology as a discipline integrated into neurological and oncological sciences with the following objectives:
- To promote collaboration and exchange of information on a European basis among neurologists, neurosurgeons, neuropathologists, neuroradiologists, pediatric neuro-oncologists, radiation oncologists, medical oncologists and basic scientists as well as other healthcare professionals such as (neuro)psychologists, physio- and occupational therapists, speech and language therapists and nurses who are interested in neuro-oncology.
  - To promote education and research in neuro-oncology
  - To promote neuro-oncology among the European Institutions and general public
  - To improve the practice and organization of Neuro-Oncology. "Ad hoc" Task Forces are appointed to develop Guidelines or Recommendations.

To achieve these goals, the association will carry out the following activities:

- EANO meetings
- Publication activity (e.g. Neuro-Oncology, EANO Magazine, Neuro-Oncology Practice, Website, Newsletter)
- Provision of bursaries

## Item II: Membership

### Article 4:

Membership is individually based. Any professional involved in research or clinical activity in neuro-oncology can apply for membership. Only persons accepted by the Executive Board may become members. The board's decision needs no justification.

Loss of membership occurs by handing a notice to the Executive Board, or after exclusion proposed by the Executive Board deciding with a 3/4 majority of the members present or represented after hearing or at least after summoning the person in question, and validated by the General Assembly ruling to a two-thirds majority of members present or represented.

Loss of membership occurs automatically after non-payment of society fees for a period in excess of two years.

### Article 5:

The income of the Association may consist of:

- Membership-fees;
- Estates and legacies
- Donations and other contributions.
- Financial grants
- Congress revenues
- Income from journals and magazines

### **Item III: General Assembly**

#### Article 6:

The General Assembly is composed of all members as defined in article 4 of the present statute.

The General Assembly has the full power to put the aim of the Association into effect. Reserved to its jurisdiction are namely (but not exclusively):

- Amendments to the statutes of the Association;
- Nomination and dismissal of the members of the Executive Board;
- Discharge of the members of the Executive Board;
- Approval of the budget and the accounts;
- Dissolution of the Association;
- Exclusions of members.

#### Article 7:

The General Assembly meets bi-annually on the occasion of the EANO Congress. Notice of the meeting must be sent at least 30 calendar days before the assembly and must include the agenda. In the year between the bi-annual meetings, another General Assembly can meet at the registered seat of the Association or at any place indicated in the notice or via a website communication. Notice of meetings must be sent at least 30 calendar days before the assembly and must include the agenda.

Extraordinary general assemblies can also be summoned either on the initiative of the Executive Board, or at the special request of at least 20% of the members. Notification of the agenda should be given with the invitation. The choice of meeting type (live or electronic) is left to the discretion of the Executive Board.

Without prejudice to quota or majority requirements imposed by these articles of association or by law, resolutions of the general assemblies are adopted with a simple majority vote of the members who are present or represented.

All decisions taken by the General Assembly will be notified to all members by the secretariat.

Only items appearing in the agenda may be discussed.

The resolutions of the General Assembly are kept in a file supervised by the President and kept by the Secretariat for members' disposal.

### **Item IV: Modifications of the statutes and dissolution**

#### Article 8:

Any proposal aiming at the dissolution of the Association or at the modification of the statutes must emanate from the Executive Board or from at least 20% members of the Association.

The Executive Board should notify the members of the Association at least 3 months in advance of the date of the General Assembly which will make a decision on the aforesaid proposition.

The General Assembly (which will make a decision on the dissolution or the modification of the statutes) can only pass valid resolutions if two-thirds of its members are present or represented. No decision will be made unless it is voted for by a two-thirds majority of the members present or represented. However, assuming that the General Assembly will not assemble two-thirds of its members, changes may be effected and approved either by a new General Assembly summoned upon the same conditions as above that can pronounce a final and legal judgment on the proposal in question, disregarding the number of members present or represented or by a written vote, provided however that no decision will be made unless it is voted for by a two-thirds majority of the members present or represented. If the presence of a public notary is requested, the postal vote is excluded.

The General Assembly will arrange the manner of dissolution and liquidation of the Association. Any net asset remaining after the liquidation (be it voluntary by a dissolution vote, be it forced by the order of a court or any other state authority) shall be assigned to a private non-profit legal entity with a similar object to that of the liquidated association or, failing which, shall be used for a non-profit purpose.

## **Item V: Executive Board**

### Article 9:

The Association is administered by an Executive Board (with voting right) composed as follows:

President (2 years term, 1 term), Past President (2 years, 1 term), Treasurer (4 years, 1 term), 7 Board Members (2 years, 2 terms) elected according to nationality and specialty. The EANO board has portfolio of competences which consist of: scientific committee, education, congress organization, publication, website, secretary, project development, relationships with national and international societies, nurses and related health groups. Each task is assigned to a Board Member according to President's suggestion and approval of the whole Board, and has to report back.

The candidate to the Executive Board must declare any conflict of interests at the time of application and during the term.

Executive Board members must reside in Europe.

The Local Congress Organizer is co-opted to attend board meetings with regard to congress matters. EANO members can be co-opted into the Executive Board for specific tasks, but without voting right.

The candidate for the Presidency must be chosen among the Executive Board Members and is nominated by the President to the Executive Board: the Executive Board approves the proposal by simple majority vote, by the nominee not voting and the President holding the decisive vote in case of a draw. The so nominated candidate acts as the "President Elect".

The Executive Board will announce the open positions for Board Members at least 6 months in advance so members can present their candidature. The new President is presented by the Board to the members 6 months in advance as President Elect.

The list of nominees for election to the Executive Board will be reviewed by a Nominating Committee. The Nominating Committee is composed by the President and 3 last Past Presidents of the Executive Board. The President of the Nominating Committee is the President of the Executive Board. In the case of equality of votes, the President of the Executive Board has the decisive vote.

The Nominating Committee will propose the candidates for election and nominations will be made known to the members of the Association at least 30 calendar days prior to the General Assembly that must appoint the proposed members.

All members of the Board have to be elected by the General Assembly.

If there are two or more candidates for a vacant position, the election will be done by a simple majority of votes of the members present or represented by a ballot during the General Assembly.

In case of the "President Elect" the election procedure consists of the approval of the "President Elect" by the General Assembly by simple majority vote. In case the majority can not be reached, the Executive Board has to propose another "President Elect" within 4 weeks including a date and agenda for an extraordinary General Assembly on the ballot for the position of the President within 6 weeks as from the proposal, observing a 30 calendar days notice period.

### Article 10: Committees

The Executive Board can decide on the creation, modification and cancellation of Committees, without such decision requiring a modification of the articles of association. The Executive Board can define their aim, their activities and the management structure of the Committees.

#### 1. Scientific Committee

The Scientific Committee, chaired by a member of the Executive Board, is composed of representatives of the different subspecialties with balance regarding European Countries and gender as detailed below:

Epidemiology/Basic Science (1); Neuropathology (1); Neuroimaging/Nuclear Medicine (1); Neurology (2); Neurosurgery (2); Radiation Oncology (1); Medical Oncology (1); Pediatric Neuro-Oncology (1); Nursing/Psychology (1).

The term is 2 up to 4 years maximum (renovation after 2 years depending also from “intensity of commitment”, as judged by the Executive Board)

The open positions in the Scientific Committee will be announced on the Website and applications will be reviewed by the Executive Board.

The tasks of the Scientific Committee will consist of the review of abstracts and cooperation in building the Scientific Program of EANO Congresses (selection of oral and poster presentations, invited lectures, etc), together with the Executive Board Member in charge of the Congress; input for the Website and the EANO online Magazine (advices, review articles, news); any other scientific matter of EANO needing specific expertise (reviewing of grants and fellowships applications, projects).

## 2. Committee of National Societies and European Groups

The Committee of National Societies and European Groups, chaired by a member of the Executive Board, is composed of the Chairmen of the multidisciplinary National Societies/Groups of Neuro-Oncology and of the EORTC Brain Tumour Group.

The task of this Committee is to give information and make suggestions/ proposals to the Executive Board regarding problems related to neuro-oncology in the different European Countries.

### Article 11:

The board meets at least twice a year upon receiving notice by the President who will be in any case obliged to do so upon the explicit demand of five board members. The board can only deliberate legally if at least half of its members are present.

### Article 12:

The resolutions of the Executive Board are passed by the majority of the board members present. In the case of equality of votes, the President has the decisive vote.

The resolutions are kept in a file supervised by the President and the secretariat.

### Article 13:

The Executive Board has all powers of administration and management of the Association, with the exception of all matters which fall under the exclusive jurisdiction of the General Assembly. The Executive Board may delegate the daily administration of the Association to its President or to an administrator or another board member or another EANO member.

### Article 14:

With the exception of special powers of attorney, all legal acts involving the Association are signed by the President or by two board members appointed to these tasks.

### Article 15:

Legal actions taken against the Association or in its defense will be followed by the Executive Board represented by the President or by an administrator appointed for this purpose by the latter.

## **Item VI: Budget and Accounts**

### Article 16:

The financial year starts on the 1st of January and expires on 31st of December.

### Article 17:

The board is obliged to submit the accounts for the expired financial year and the budget for the following year to the ordinary General Assembly for their approval.

Every year, during the General Assembly, the annual accounts must be approved by the members. Every year, after the approval of the annual accounts, the General Assembly will deliberate upon the discharge of the members of the Executive Board, from their responsibilities for the year involved.