

European Vascular Biology Organization (EVBO) Board regulations

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## 1. The EVBO constitution

The European Vascular Biology Organisation (EVBO) is a non-profit scientific organization, registered in Maastricht, Netherlands. EVBO's actions are carried out in agreement with its Constitution, which is in compliance with Dutch law. The Constitution is complemented by the Board Regulations, outlined herein. Board regulations must not be in conflict with the Constitution.

EVBO's mission is to enhance the awareness and visibility of vascular biology research among scientists, the health care discipline, decision-making bodies, and the general public.

EVBO is governed by a Board (henceforth denoted Council) consisting of the President, Secretary and Treasurer and minimally 5 and maximally 15 additional members representing different aspects of vascular biology research as well as geographical spread and gender distribution. **In addition, a President-elect may serve on the council in the 1-year period before assuming the function as President.** Council members serve for a 3-year period and can be re-elected for a second 3-year period. The President and the Secretary may have served on the Council for a prior 3-year period, but cannot be re-elected to these functions or to the Council, after having served as President/Secretary. The Treasurer can serve for two consecutive 3-year periods.

The Council's actions are proposed, discussed and decided upon at Council meetings, physical or web-based, carried out at least 4 times/year. Council meeting minutes are approved at the following Council meeting and posted on EVBO's web page.

The Council may form subcommittees to organize their work for instance relating to Publication highlights, Young investigator spotlights and social media. EVBO members may serve on such subcommittees ex-officio. The Council may also appoint a Scientific Advisory Board (SAB) consisting of EVBO members not currently serving on the Council but who may have served in the Council, including functions as President, Treasurer or Secretary. The composition of the SAB should reflect their tasks for example in promoting EVBO or seeking funding opportunities. The SAB should appoint a chair among themselves and report annually to the Council. The Council can decide to dissolve the SAB.

The Council, including President, Secretary and Treasurer as well as the SAB members work for EVBO voluntarily, without financial reward.

The annual General Meeting (GM) for all EVBO members, is carried out physically or web-based and announced 1 month prior to the meeting date, which is to take place within the first 6 months of the calendar year. At the GM, EVBO members receive reports on the action of the Council and finances of the EVBO, they decide on EVBO matters such as the Constitution and Board regulations and vote for nominations to the Council and President-elect.

## 2. Membership

Membership is voluntary and without discrimination open to all scientists, who share the stated purpose of EVBO and who have demonstrated an interest in vascular biology.

Membership commences upon payment of the membership fee, which is set by the Council and confirmed by the GM.

Any member with outstanding dues or who otherwise fails to meet EVBO standards, policies, and procedures will be notified in writing of such failure and may be denied further membership. Such decisions will be made by the Council. A member may resign at any time, Membership fees will not be returned upon termination of the membership irrespective of cause.

### 3. Responsibilities of the Council

- Governance by scheduling, proposing agenda and chairing Council meetings, record decisions and Council proceedings in minutes. Decision-making on all matters, including future directions and financial matters.
- Financial management, and delivery of quarterly (financial) and yearly (audit) reports.
- Member management (registration, accounting of membership fees).
- Mission implementation and development.
- Information to members, general public and decision-making bodies through newsletters, webpage and social media.
- Representation of EVBO and EVBO's mission in international sister societies and in the general society.
- Dissemination of vascular biology research through various activities including but not limited to organization of conferences, seminar series, summer schools, highlighting general breakthroughs and individual achievements.

### 4. Responsibilities of the President

The President has the overall responsibility for EVBO's governance and development as a society in accordance with its mission.

### 5. Responsibilities of the Secretary

The Secretary is in charge of member management (registration, membership fees, newsletters and announcements) and recording decisions and Council proceedings in minutes, newsletters and other media. Minutes for the GM will be signed by the Secretary and the President and distributed to the members via email and/or EVBO webpage. Council meeting minutes will also be made available on EVBO webpage.

### 6. Responsibilities of the Treasurer

The Treasurer is in charge of the financial management, and accountability by reporting the financial balance and audit in quarterly and annual reports, respectively. Audit performed by at least 2 persons (not Council members), should take place within the first 6 months of the calendar year and be reported at the GM. Records must be kept for seven years.

### 7. Procedure for nomination of the President-elect and Council member candidates

- The Council appoints a Nomination committee (NC) 3 months before the election. The NC should include the President, Treasurer and Secretary but may include in addition two

- further members of the Council. Council members seeking renewed nomination should not be included in the NC.
- The NC informs EVBO members minimally 6 weeks before the election, and requests nominations for Council members (3-year mandate period) and when applicable, for the President-elect (1-year maximal mandate period as Council member, followed by 3-year maximal mandate period as President). The NC also seeks nominations from Council members for their re-election and from the research community.
  - Nominees should not have previously served as EVBO President but may have served on the EVBO Council for one mandate period (3 years). Council members having served for one mandate period can be nominated to President-elect. In total, at least the double the number of nominations relative to the number of available open slots must be secured.
  - For nominations, the following information should be submitted by the nominee to the NC:
    - i. Name, affiliation, email
    - ii. Short biography (max 2 pages)
    - iii. Short motivation why the nominee is interested to join EVBO and which aspect of EVBO's activities the nominee would like to engage in.
  - One month before the election at the GM, the NC presents the total number of nominations to the Council as well as NC's suggestion for which nominations to bring forward to election, based on
    - i. Suitability, first and foremost willingness and capacity to engage in EVBO
    - ii. Geographical spread
    - iii. Subfield representation
    - iv. Gender representation
    - v. Renewal
  - The number of approved nominations should maximally be twice those required to fill the open positions. Council members with continuing mandates, not seeking re-election, approve NC's suggestion by affirmative exclamation or when required, by hand voting.
  - A list of Council-approved nominations and the chosen manner of voting (electronically, starting at least 14 days before the GM or at the GM, by polling) is presented to the members at least 14 days before the GM.
  - The Council ratifies the nominations that have reached the highest number of votes.
  - The President-elect and new Council members start their service immediately following ratification. The President-elect and serving President overlap governance with one year, after which the President-elect will become President.