



BC Alkmaar

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1. Internal regulations

1.1 Article 20

These internal regulations were adopted at the General Meeting of Members on February 10, 2022, and drawn up on the basis of Article 20 of the Articles of Association dated March 25, 2009.

2. MEMBERS

2.1 Members

- a) Individuals may be admitted as members of BCA after they have registered (digitally) using the registration form and are at least 16 years of age.
- b) Within one week of registration, the member will receive an email confirming their membership and a link to the website for the articles of association, the internal regulations, and the game schedule.

2.2 Members' rights

- a) Members are permitted to offer new club members a trial period of three free games. During this trial period, the new member in question does not yet need to be registered with BCA for admission to membership.
- b) BCA members can view official announcements via email secretaris@bc-alkmaar.nl or the website <https://bc-alkmaar.nl>
- c) Members of BCA may stand for election to board positions.

2.3 Obligations of members

- a) To comply with the articles of association and internal regulations of BCA.
- b) To accept and fulfill all other obligations arising from BCA membership.
- c) To fulfill the financial obligations as stated in Article 8 of the articles of association and the further description as stated in Article 2.5 of these internal regulations.
- d) To take note of and comply with the communications sent by email on behalf of the board.
- e) Members are obliged to provide assistance, such as setting up and dismantling the hall and leaving the changing rooms tidy.

2.4 Membership fee

- a) Existing members must pay the membership fee within four weeks of the start of the season.
- b) New members pay the remaining membership fee until the end of the financial year on the first day of the month following their membership.
- c) Requests for refunds of membership fees will be assessed by the board and granted in specific and exceptional circumstances.
- d) If membership is terminated during the financial year, the membership fee for the entire financial year remains payable.
- e) The board will, as an exception, allow a member with a temporary employment contract until 1 January of the following calendar year to pay half of the membership fee. If the employment contract is extended, the other half of the membership fee must also be paid.
- f) The membership fee can be paid (in part) using the credit on the Alkmaar Pas.

2.5 Competition

- a) Members may participate in competitions and form teams at their own expense.
- b) Competition matches take place at the locations reserved for this purpose, in accordance with the schedule.
- c) The hall and the materials available may be used.
- d) The team may request a contribution once every three years for the purchase of competition shirts.



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- e) Participation and registration for the competition is at your own responsibility.
- f) The captains of the competition teams inform the board twice a year about the progress.

2.6 Communication

- a) The board communicates with its members via email secretaris@bc-alkmaar.nl or the website <https://bc-alkmaar.nl>
- b) Members are required to maintain an email address and to notify the board of this address and any changes thereto;
- c) Confirmation of these details will be sent by email to the persons concerned.
- d) The board keeps a register of the email addresses provided. This register determines which email address is registered with BCA for each member.
- e) Members may communicate with BCA by email if they wish.
- f) Documents, statements, or other data sent to BCA by email will only be considered valid communication if the message is sent from the email address registered with BCA. The time of receipt is the time at which the message arrived at the applicable email address.
- g) By becoming a member of BCA, the member agrees that the following data will be processed in a computerized system. After termination of membership and closure of the financial year, the data will be deleted.
 - 1. First and last name.
 - 2. Address.
 - 3. Postal code and city.
 - 4. Date of birth.
 - 5. Telephone number.
 - 6. Email address.
 - 7. Bank account number.
- h) The data will be managed in accordance with the General Data Protection Regulation (GDPR).

2.7 Termination of membership

- a) The financial year described in the articles of association runs from July 1 to June 30.
- b) Membership ends by: termination, dissolution, death, or expulsion in accordance with Article 9 of the articles of association.
- c) Termination of membership by BCA or by the member may be effected by email.
- d) A notice period of four weeks applies.

3. ORGANISATION

3.1 Commissies

- a) During the General Meeting, members may submit proposals to establish committees.
- b) The board is authorized to establish and dissolve committees.
- c) A committee operates under the responsibility of the board and has no independent powers.

3.2 Bestuur

- a) The BCA board consists of at least three persons, as stated in Article 11 of the articles of association. The board may add additional persons to the board to ensure the proper functioning of the association.
- b) The members of the board are appointed or reappointed at least every two years at the General Meeting of Members.
- c) The board must comply with applicable laws and regulations, such as the GDPR and the WBTR (Dutch Management and Supervision of Legal Entities Act).



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- d) In performing their duties, the board members must act in the interests of the association.
- e) The board must share and coordinate the internal division of tasks and mutual powers during the General Meeting of Members.
- f) One or more members of the BCA board may not participate in discussions or decision-making on matters in which they have a personal interest that may conflict with the interests of BCA.

3.3 Training

- a) The board makes every effort to hire trainers on an annual basis.
- b) Members who make use of the training pay a fee agreed upon at the General Meeting.
- c) No rights can be derived from this obligation of the board to make every effort.

3.4 Materials

- a) The association has its own equipment, such as nets, shuttles, scoreboards, laminating machine, and various small items.
- b) Members are responsible for the maintenance and management of this equipment.
- c) Members may purchase new equipment with the approval of the board.
- d) Two rackets are available per location for new members.

3.5 Webmaster

- a) The association has a webmaster who is responsible for managing the website.
- b) The board appoints the webmaster.

3.6 Summer Games

- a) The Summer Games fall outside the playing season for which membership fees are paid and, if possible, are organised in the period from 1 June to 31 August.
- b) The board will endeavour to reserve available sports halls for this period.
- c) The Summer Games are open to BCA members as well as external players.
- d) Participation in the Summer Games requires an additional fee. The costs are determined annually by the board.
- e) No rights can be derived from this obligation of the board to make every effort.
- f) The board shall arrange for the available materials and for the playing locations and members who, if necessary, can open and close the sports hall.

4. FINANCE

4.1 Accountability

- a) The board is required to keep records of BCA's financial position in such a way that BCA's rights and obligations can always be ascertained.
- b) The audit committee is appointed at the general meeting. The committee consists of at least two members, and each member may serve on this committee for a maximum of two years.
- c) The board shall report to the General Meeting on the financial policy pursued in the past year, submitting the necessary documents.
- d) Each board member shall sign the submitted balance sheet and income statement.
- e) Approval of the accounts and statements by the General Meeting of Members serves as discharge for the board for all actions, insofar as these are apparent from the accounts and statements.
- f) If the audit committee has found the balance sheet and profit and loss account to be correct, it shall propose to the General Meeting of Members that these documents be approved.
- g) A portion of the surplus from a previous financial year may be used to form a general reserve.



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- h) If, at the end of the financial year, there is a deficit and the assets are insufficient to cover the shortfall, the General Meeting of Members may decide to cover the shortfall by means of a joint and several contribution.
- i) The board is obliged to retain all documents relating to finances for a period of five years.
- j) The rules for the board are laid down in the Management and Supervision of Legal Entities Act (WBTR), which came into force on July 1, 2021.
- k) The chairperson and treasurer are authorized to make payments in general and payments to the sports company in particular. They are authorized to make payments from the BCA account.

4.2 Budget

- a) At the same time as submitting the annual financial statements, the board shall present the budget for the new financial year.
- b) The board is obliged to implement the budget as effectively as possible.
- c) With the exception of payments to the sports company for hall rental, the board may not incur any expenses in excess of €1,000 without the permission of the General Meeting of Members.

4.3 Donors

- a) Donors can be listed on the website in exchange for payment.
- b) This is for the duration of one financial year.
- c) The minimum contribution for donors to be listed on the website is €100.



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4.4 Joy and Sorrow pot

- a) The association has a fund for members in need.
- b) Members can apply to the treasurer to make use of the fund.
- c) Each year, the board reports on the use of the fund at the general meeting.

Alkmaar, 08-11-2025

Voorzitter
Fred Wijnker

handtekening

Penningmeester
Hans Koopmeiners

Secretaris
Els Koopmeiners-Tolle