



REGULATIONS FOR MELTHODHAYE

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1 § THE NAME OF THE ORGANIZATION

1.1 The name of the organization is Melthodhaye, the life giving word, and it is one of the Syrian Orthodox churches spiritual organizations with its headquarters in the Syrian Orthodox Patriarchate in Damascus, Syria. The organization stands directly under His Holiness, the Patriarch of the Apostolic see of Antioch and All the East.

2 § VISION AND PURPOSE

2.1 To offer guidance to stimulate and strengthen the personal development of the spiritual life. To promote and secure the theology, church tradition, the Syriac language, hymns, church liturgy and church history of the Syrian Orthodox Church, for present and future generations. With this foundation the aim is to help the members on a spiritual level.

3 § FULFILMENT OF GOALS

3.1 Melthodhaye will, through networks assemble, categorize, compile and spread knowledge of the theology, church tradition, the Syriac language, hymns, church liturgy and church history of the Syrian Orthodox Church. Melthodhaye will also, through networks make contact with dioceses of the Syrian Orthodox Church around the world.

3.2 Melthodhaye will, through various technical means reach out to the youths to strengthen their spiritual life and relation to God according to 2§.

4 § MEMBERSHIP

4.1 A member in Melthodhaye is the one in need of and who supports what the organization has to offer, i.e. all people who have the will to facilitate and work for the Syrian Orthodox Church according to 2§.

5 § APPLICATION FOR MEMBERSHIP

5.1 Application for membership is done in written form through the organizations website, at www.melthodhaye.com. One can become a support member by sending such an application by mail.

6 § THE MEMBER SHALL

6.1 Support and cooperate with the committee to implement the vision and purpose of the organization.

6.2 Have the right to attend meetings that are arranged for the members.

6.3 Follow the regulations of the organization, decisions and directions taken at the annual meeting and by the committee.

6.4 At possible disbandment of the organization not have any right to the property or profit of the organization.

7 § APPLICATION FOR RESIGNATION

7.1 A member has the right to resign from the organization, after submitting an application in written form to the committee.

8 § EXCLUSION FROM THE ORGANIZATION

8.1 A member may be expelled, if he or she:

- a) violates the regulations of the organization,
- b) violates the conditions of admission to www.melthodhaye.com,
- c) through his or her activity causes difficulties to the activity and ambition of the organization,
- d) Opposes the activities of the organization and church principals of the Syrian Orthodox Church.

8.2 Decision of exclusion will be taken by the committee and may be limited to a specific period.

8.3 If sufficient reasons for exclusion do not exist, the organization may instead warn the member.

8.4 Decision concerning exclusion or warning may not be made without the member having a maximum of one week to have an opportunity to comment on the circumstances leading to their membership being questioned. In the decision it should be clear that membership has been questioned and what the member should do to appeal. The decision has to reach the concerned person in written form within three days from the decision-making-day.

9 § APPEAL

9.1 A member may appeal the exclusion decision at the next annual meeting held by the organization.

10 § THE ORGANIZATION

10.1 The organization's committee consists of either five or seven members. Among these members, the following posts must be included: chairman, secretary and treasurer. Other board positions can vary after demand.

10.2 Through committee decisions, different working teams or networks may be dispersed or established. The tasks of the working teams/networks, number of members and leaders etc. should be clear from the decision.

11 § DECIDING BODY

11.1 The annual meeting is the highest deciding body.

11.2 The committee is the highest deciding body between the annual meetings.

11.3 Honourable chairman;

- a) with veto in the organization concerning matters of the belief and tradition of the Syrian Orthodox Church.
- b) with the role of advisor concerning the organizational structure and vision.

11.4 An honourable chairman is appointed by His Holiness the Patriarch of the Syrian Orthodox Church.

11.5 Abun Deyroyo Samuel Issa, the founder of Melthodhaye, is the now sitting honourable chairman.

11.6 If a new honourable chairman is required, His Holiness the Patriarch of the Syrian Orthodox Church is honourable chairman until a new one is appointed.

12 § SIGNING FOR THE FIRM

12.1 The firm of the organization is signed by two members of the committee. The committee appoints the members of the committee.

13 § FINANCIAL YEAR

13.1 The financial year of the organization follows the calendar year. Thus it comprises the time from January 1st to December 31st.

14 § ANNUAL MEETING

14.1 Ordinary annual meeting takes place every second year during the period January-March.

14.2 The committee decides the exact time and location of the annual meeting.

14.3 Notice will be sent in written form to all members, at least four weeks prior to the annual meeting.

15 § RIGHT TO VOTE AND ELIGIBILITY AT THE ANNUAL MEETING

15.1 A member has one vote at the annual meeting.

15.2 To vote, the member has to be present at the annual meeting.

15.3 Voting through a representative are not allowed.

15.4 Voting at the annual meeting will be held openly or by acclamation. If voting ends with a draw, the meeting chairman will give the casting vote.

15.5 The annual meeting can be held digitally if the committee finds it suited.

16 § MATTERS AT THE ANNUAL MEETING

16.1 Confirmation of the annual meeting being convened according to regulations.

16.2 Election of officials; chairman, secretary, adjuster of the minutes and counter of votes.

16.3 Confirmation of agenda.

16.4 Confirmation of electoral register.

16.5 Account of the annual report by the committee.

16.6 Account of the economical administration of the financial year.

16.7 Question regarding the committee's freedom from responsibility during the time in which audit takes place.

16.8 Confirmation of financial plan and plan of activity of the coming year.

16.9 Dealing with matters presented by the committee and members, which are submitted no later than two weeks prior to the annual meeting.

16.10 Election of a committee, for a period of two years.

16.11 Election of accountants for a period of two years.

16.12 Election of election committee, for a period of two years.

16.13 Other matters.

17 § NOMINATION OF MEMBERS OF THE COMMITTEE

17.1 Nomination of members for the committee is sent in writing to the election committee, where the nominee has to be a member.

18 § ADDITIONAL ANNUAL MEETING

18.1 An additional annual meeting is convened by the committee of the organization when it considers it to be necessary, or when one third of the members of the committee require this in writing, for one and the same matter. At the additional annual meeting, decisions are made regarding matters written in the list of matters.

19 § THE FUNCTION OF THE COMMITTEE AND THE WORKING TEAMS

19.1 The total number of the members of the committee has to be uneven.

19.2 The members of the committee may be elected an unlimited number of years in a row.

19.3 Decisions are made by simple majority, should the votes be equal, the chairman will have the casting vote. For the committee to be deciding, at least 50% of the committee has to be present.

19.4 Request of resignation from the committee has to be done in written form. After accepted resignation, a new regular member may be appointed into the committee at the annual meeting or at an additional annual meeting.

20 § TASKS OF THE COMMITTEE

20.1 To take action and carry out the vision and purpose of Melthodhaye.

20.2 To appoint and disband possible working groups/networks.

20.3 To employ personnel if required.

20.4 To administrate the property of Melthodhaye.

20.5 To carry out the decisions of the annual meeting.

20.6 To deliver an annual activity- and financial report and also to present the financial plan and plan of activity of the organization at the annual meeting.

20.7 To represent Melthodhaye in the presence of authorities and organizations, if required.

20.8 To continually revise regulations if required, in between annual meetings.

21 § CHANGE OF REGULATIONS

21.1 Change of regulations is possible only through decisions by simple majority of the present members at the annual meeting.

21.2 Proposals regarding change of regulations and the committee's opinion of these proposals have to be sent to all members two weeks prior to the annual meeting.

22 § FINANCES

22.1 The activity of Melthodhaye is financed by gifts from members and other sponsors.

23 § ELECTION COMMITTEE

23.1 Will present candidates for the coming committee and accountants.

23.2 The election committee consists of at least two member candidates whom are members.

24 § COPYRIGHT

24.1 Data base model, code and the web-based application for the melthodhaye.com website is developed and owned by Melthodhaye.

24.2 All material; such as audio files, pictures, and texts published at the website melthodhaye.com are owned by the organization Melthodhaye.

25 § DISBANDMENT

25.1 Disbandment of Melthodhaye can only take place if His Holiness the Patriarch decides it.

25.2 Decision regarding disbandment should include directions regarding division of the property of Melthodhaye.

25.3 His Holiness the Patriarch chooses those organizations and/or charitable purposes of which the organizations remaining funds should go to.

26 § UPDATED REGULATIONS

26.1 These regulations were established January 2008 and updated 28th of February.

27 § NUMBER OF ARTICLES IN THIS REGULATION

27.1 The regulation consists of 27 §.