

Young European Hand Surgeons – Bylaws

1. General

- 1.1 The group, founded in Budapest in 2017, is an international non-profit organization with the name “Young European Hand Surgeons”. It can be referred to by its acronym YEHS.
- 1.2 Bylaws have been updated in November 2022

2. Objectives

- 2.1. The objectives of this non-profit organization are to
- facilitate networking between young hand surgeons across Europe
 - help FESSH to
 - improve hand surgery training in Europe
 - enable knowledge transfer between surgeons and institutions (e.g. traveling fellowships etc.)
 - promote research opportunities
 - install training courses, e-learnings, webinars
 - represent interests of trainees in hand surgery

3. Membership

- 3.1 Membership of YEHS shall be open to all surgeons interested in hand surgery, who work or train in one of the countries represented by the Federation of European Societies for Surgery of the Hand (FESSH). Applications have to be provided to the elected Secretary of the YEHS. Membership is free of charge.
- 3.2 All active members have the right to vote, to be delegated into the YEHS Executive Board, to initiate petitions and to sign nominating petitions. Members may terminate their membership at any time by tendering their resignation to the Secretary of the YEHS.

4. Governing Bodies

4.1 General Assembly

4.1.1 The General Assembly is the supreme governing body of the YEHS. It shall ordinarily occur every 2 years, in the week before the annual FESSH conference. Extraordinary General Assemblies can be called for by the President of the Executive Board or by a general request signed by more than 50% of the membership base.

4.1.2 All members are entitled to participate in the General Assembly and invitations have to be sent out by the President at least thirty (30) days before the event in any case via email. The General Assembly is chaired by the President of the Executive Board.

4.1.3 The General Assembly's most important responsibility is to elect and supervise the Executive Board. Each participating member has one vote and each member of the Executive Board is elected individually by majority in one ballot. In the event of a tied vote the President of the Executive Board has a casting vote.

4.2 Executive Board

4.2.1 The Executive Board is composed of four members, the President, Vice-President (immediate past President), the Secretary and the head of the social media and communications committee. Meetings are to be held regularly or at least bi-monthly in person, virtually or over the phone. The quorum for its meetings shall be all four
(4) members present or on the phone. The President is responsible to announce the meeting dates at least ten (10) days prior to the event, all members of the Executive Board can call for a meeting.

4.2.2 For all votes each member of the Executive Board has one vote. In the event of a tied vote the President of the Executive Board has a casting vote.

4.2.3 The members of the Executive Board are elected by the ordinary General Assembly for a term until the next ordinary General Assembly takes place the following year 2 years later. Each member of the Executive Board can be re-elected once for one additional term. All members of the YEHS have the right to candidate for any Executive Board position, members interested in a specific role have to inform the Secretary of their candidacy within five (5) days after receiving the invite for the General Assembly. The candidates for the individual positions are thereafter announced to all the YESH members until ten (10) days before the ordinary General Assembly by the Secretary.

4.2.4 The Executive Board is responsible for the general administration and management of the association including the preparation of meetings as well as the direct interaction with the FESSH. It has the authority to take all necessary decisions on behalf of the association in urgent matters.

4.2.5 Roles

President: Acts as the head of YEHS and chairs all meetings of the association, responsible for identifying and development of a balanced and focused Advisory Board. In addition the President is an ex-officio member of all committees of the YEHS.

Vice-President: The President will upon expiration of his term as President automatically become the Vice-President of the association until the end of term of another President. The Vice-President chairs the meetings of the association in the President's absence and he acts as chairman of the *Strategy Committee*.

Secretary: Responsible for keeping minutes of all meetings and proceedings of the association. The Secretary receives and processes all YEHS membership applications and maintains an updated membership register including contact details (email and telephone) at all times. In addition the Secretary acts as coordinator for Delegates, assisted by one of the delegates that he will appoint as "Delegates coordinator assistant".

The chairman of the *Social Media and Communications Committee* functions as *such*.

4.3 Advisory Board

4.3.1 The Advisory Board consists of prominent and relevant professionals in the field of hand surgery and it includes at all times the FESSH's acting Secretary General. Additional members can be suggested to the President at all times and by all member of the YEHS, the ultimate decision on whether a recommendation will be followed and the respective person approached lies with the Executive Board.

4.3.2 The members of the Advisory Board act as mentors to the Executive Board and all members of the YEHS, they are welcome to contribute to the work of the committees depending on their availability and expertise. New members can join the Advisory Board at any point in time and there is no restriction on membership duration. Any member can resign from the Advisory Board with two (2) months' notice upon the end of each calendar month. The FESSH secretary general should always be a key member of the advisory board.

5 Committees

- 5.1 The committees listed in 5.2 are maintained at all times and are chaired by the members of the Executive Board as laid out in 4.2.5. The respective chairmen are responsible to define the agenda and activities of their committee, this includes selecting and nominating additional members out the overall YEHS membership base and the Advisory Board to ensure sufficient expertise and resources. All nominations to the individual Committees have to be signed off by the Executive Board. Committees not yet established in these Articles of Association may be appointed by the Executive Board for specific purposes.

5.2 Standing Committees

Strategy Committee: Responsible for reviewing and advising on the long-term objectives and strategy of the association including all legal aspects.

Congress Scientific Advisory Committee: Responsible to provide appropriate advice to the Executive Board and the General Assembly regarding all scientific activities of the YEHS at the FESSH congress in alignment with the respective FESSH conference president/ planning committee.

Education/ Fellowship Committee: The Committee shall submit opinions to the Executive Board and to the General Assembly on all aspects relating to education, training and promotion of hand surgery and the exchange of knowledge e.g. through fellowships across Europe. This includes the quarterly distribution of the electronic “YEHS Newsletter” to all members and the Advisory Board.

Social Media and Communications Committee: Responsible for maintaining the association’s social media presence (e.g. Facebook page) and planning and managing all internal and external communications activities.

6. Delegates

- 6.1 Each country represented by the Federation of European Societies for Surgery of the Hand (FESSH) should have a Delegate within YEHS. Delegates are coordinated by YEHS Secretary.
- 6.2 Each delegate is chosen by the Executive Board of YEHS within the active members of YEHS. Delegates should have a role in their own country national society. Each delegate can resign at any time by tendering their resignation to the Secretary of the YEHS with a 3 months’ notice.
- 6.3 The role of the delegates is to update, with the help of their national FESSH delegate, their colleagues with YEHS work and news. They must attend a biannual Delegates meeting, and provide an yearly report of their activity.

7. Language

7.1 The legal and working language of YEHS is English.

Place, Date

Camillo Fulchignoni, YEHS President

Place, Date

Daniel Herren, FESSH Secretary General