



**STATUTE (RULES AND REGULATIONS) OF THE  
COOPERATION NETWORK OF EUROPEAN ROUTES  
OF EMPEROR CHARLES V**





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## Chapter I. Name and Definition

### Article 1.

The present Association is constituted with the name “Cooperation Network of European Routes of Emperor Charles V”. The Cooperation Network of European Routes of Emperor Charles V is an association formed by members who are the institutions, bodies, entities, regions, towns and municipalities of: Villaviciosa, Laredo, Colindres, Ampuero, Rasines, Ramales de la Victoria, Lanestosa, Merindad de Montija, Medina de Pomar, Merindad de Valdivieso, Mojados, Barco de Ávila, Tornavacas, Jarandilla de La Vera, Aldeanueva de La Vera, Cuacos de Yuste, Garganta La Olla, the Intermunicipal Community of La Vera and the Foundation “Academia Europea de Yuste”. Its aim is joint action for the defence and promotion of their tourist, historical, cultural and economic resources. The Association is open to the membership of other towns, cities, institutions and bodies who might apply and who identify with the objectives of the Cooperation Network and fulfil the requirements determined by the General Assembly.

### Article 2.

All the initiatives, documents and actions relative to the Association will in future be carried out with this official name, which should be recorded at an international level, in the corresponding Registry of Patents and Brands, together with its respective logotypes, slogans, type of fonts, colours and complementary elements.

### Article 3.

The Association possesses full public legal personality, according to the legal regulations in force: the Organic Law 1/2002 of 22 March, and complementary provisions.

### Article 4.

The Association acts fully independently of any other Association. Its field of action is Spain and Europe.

### Article 5.

The Cooperation Network of European Routes of Emperor Charles V, in the framework of the present Statute, will establish relationships of cooperation and collaboration with other similar associations that exist or may be formed in Spain, especially with the Spanish Federation of Municipalities and Provinces. It may equally join or establish collaboration relationships with international



associations and institutions with similar objectives in their own countries, especially within the European Union.

#### **Article 6.**

The Association will have an indefinite duration.

The Association has been founded without any funds of its own and its financial regime will be based on the following premises.

- a) It will be a non-profit making organisation
- b) Its funds will be independent of those of its members
- c) Any profits obtained by the Association, through the exercise of its economic activities, including lending its services, should be used exclusively to fulfil its objectives, and will never be shared among the members or given freely to any person or profit-making entity (art. 13.2 OL 1/2002)

## **Chapter II. General Objectives**

#### **Article 7.**

The towns, municipalities, institutions and other bodies subscribing this statute agree to define the following general objectives, which will be developed according to the proposals of the Technical Management Office or any of the members:

1. Promote the development of the European Routes of Emperor Charles V as a cultural, tourist and economic product.
2. Promote the incorporation of capitals, cities, institutions and bodies linked with the European Routes of Emperor Charles V.
3. Apply for the support of inter-territorial cooperation from regional, central and European Union administrations.
4. Establish, with immediate effect, the European Routes of Emperor Charles V Technical Management Office, which will develop the initiatives agreed on in the general meetings by the representatives of the member towns, municipalities, institutions and other bodies.
5. Create and maintain a permanent forum in which cities, companies, administrations, universities and other interested institutions and collectives may analyse, debate, propose and participate in the multiple initiatives that arise in connection with the European Routes of Emperor Charles V.
6. Attend training programmes and the development of cultural projects at regional, national and European levels in connection with tourist, cultural and economic development, new information and cooperation technologies and cultural and tourist work on the web, in consonance with the requirements of new situations.
7. Plan tourist actions and the dissemination of a joint image, which corresponds to the interests of the members of this Association.
8. Participate and collaborate actively with the planning of the Autonomous Communities and the State Tourist Administration in this country.



9. Represent the collective of this Cooperation Network of European Routes of Emperor Charles V in all the public and private projects and agreements aimed at fulfilling its objectives and goals.

#### **Article 8.**

In order to carry out its objectives, the Association will:

- a) Establish the pertinent organic structures
- b) Facilitate the exchange of information about matters related with the tourist activity in the member towns.
- c) Constitute advisory services and assistance for its members
- d) Address public powers and intervene as consultants, when necessary, in the drafting of legal regulations affecting the towns.
- e) Organise and participate in meetings, seminars and conferences
- f) Promote publications and documents about matters that concern it
- g) Carry out any other activity in accordance with the legislation in force.
- h) Plan and carry out annual programmes directly related with its aims and objectives
- i) Convene the meetings needed in the development of its objectives.

### **Chapter III. Technical Management Office. Objectives, location and funding**

#### **Article 9.**

Creation of the Technical Management Office. Location.

The founder members of the Cooperation Network of European Routes of Emperor Charles V agree to establish a Technical Management Office, permanently located in Cuacos de Yuste, Avenida de la Constitucion, 95, which will also be the official address of the Association. Its functions will be carried out by the Management of the Association for the Integral Development of La Vera Region (Adicover).

The members of the Association may meet in any member town or municipality, after being convened officially.

The annual programmes will be chosen, planned and carried out in an eminently professional manner. The functions of the Technical Management Office will be performed by the office staff and coordinated by the Manager.

#### **Article 10.**

Objectives of the Technical Management Office.

The main objectives and activities of the Technical Management Office, delegated by the Cooperation Network of European Routes of Emperor Charles V, are:



- Promote the development of the European Routes of Emperor Charles V as a tourist product and cultural and economic link between the towns, municipalities, institutions and bodies in the Cooperation Network and other international tourist and cultural demands
- Propose particular activities to provide the Routes with the necessary corporative image, precise contents in terms of tourist products and cultural relationships, and strategies to consolidate, impulse and finance with stability, both the Technical Management Office and the Cooperation Network itself.
- Disseminate appropriately the tourist and cultural activities held in connection the European Routes of Emperor Charles V, through the mass media and the network's own channels.
- Participate and collaborate actively in the development of present or future initiatives and/or strategic plans in the towns, municipalities and regions that will contribute towards a greater capacity of the Routes, Excellence and Development Plans, town strategic plans, etc.
- Make proposals to identify and make inventories of resources, create tourist and cultural products, arrange their publicity and distribution, with the necessary provision of transport, accommodation, gastronomy and activities in the different operative stages to be identified and promoted in the European Routes of Emperor Charles V
- Encourage the integration of other towns, municipalities, institutions and bodies on the Routes in the Network, as a meeting place for reflection on the activities of the Network and the inclusion on new initiatives.
- Maintain a stable flow of information about the European Routes of Emperor Charles V among the member towns, municipalities, institutions and bodies, in order to achieve the due cohesion and participation of all the members
- Arrange and carry out tourist commercialisation actions based on existing tourist products and those that may be created on the European Routes of Emperor Charles V
- Manage the payment of subscriptions to be paid annually by the Network members, as well as obtain grants and funding of all types from public and private organisations to cover the costs of maintaining the Technical Management Office and the multiple tourist, cultural and commercial initiatives to be put into operation

## **Chapter IV. Membership**

### **Article 11.**

1. All towns, municipalities, institutions and bodies linked with the figure of Emperor Charles V may be members of the Association. The decision to become a member must be taken by the Town Council interested in joining, in which they should express their wish to join and comply with the present statutes.



2. With a special character, the figure of collaborator member of the Cooperation Network has been created. Their rights and obligations will be determined by the general assembly.
3. Application for membership will be made by the Mayor or Chairman of the corporation, institution or body, in writing to the Chairman of the Association, who will inform the General Assembly, who will agree to the admission or not.
4. Any member may leave the Association through the agreement of the corresponding corporation, institution or body. This separation will take effect after the General Assembly has been informed.
5. Any member who, for any cause, ceases to belong to the Association, will remain subject to the fulfilment of any commitments or obligations previously undertaken.

#### **Article 12.**

Rights of the Association members.

- a) Attend and vote at the meetings that are held
- b) Be a candidate to posts of responsibility in the Association
- c) Take part in the Association's activities
- d) Have access to its records, registers and documents
- e) Be informed about the Association's accounts
- f) Ask the Chairman to convene a General Meeting, in cases when they feel their rights have been infringed, without harming the right to impugn agreements according to the legislation in force.

#### **Article 13.**

The condition of membership will be altered for any of the following reasons:

- a) Through an agreement of the General Assembly, as stated in Article 11.3
- b) If a member owes more than one subscription, this member will forfeit the right to vote in any of the meetings of the Association. Equally, no member with unpaid subscriptions can be on the Executive Committee.
- c) Members who are in this situation, will have their presence in Cooperation Network publicity reduced, and also in the material published by the Cooperation Network during the same period of time.
- d) Membership of the Association will be forfeited for the non-payment of three or more subscriptions when three months go by without the payment of the subscriptions being claimed.

### **Chapter V. Organic Structure**

#### **Article 14.**

The organs of the Association are:



- General Assembly, where all the members are represented
- Committee, which is the organ of government and consists of the Chairman, two vice-chairmans, secretary, treasurer and ten ordinary members.

#### **Article 15.**

The Assembly is the sovereign organ of the Association and consists of all the representatives of the member corporations, institutions and other bodies. The representatives will be their respective presidents or the persons they delegate.

It is the highest decision-taking organ which determines programmes, activities and financial aspects, supervises the activities twice-yearly, elects and delegates in the chairman the achievement of objectives, programmes and fulfilment of activities, through the Technical Management Office. The Assembly also decides on the admission of new members, or proposals of separation when a member, in the opinion of an absolute majority, does not fulfil the minimum obligations expected from each member, especially the financial contribution for the maintenance of the Association. It may equally delegate this faculty in the Chairman, who may in turn delegate in the Manager of the Technical Management Office, for it to be communicated and put into effect.

#### **Article 16.**

Responsibilities of the General Assembly are:

- a) Approve any modification of the statutes
- b) Approve the Association's action plans.
- c) Approve the budget and general accounts, and the internal regulations
- d) Approve the ordinary subscriptions and extraordinary financial contributions
- e) Dissolve the Association
- f) Establish the organisational structure
- g) Apply discipline and sanctions proscribed in the statutes and internal regulations

#### **Article 17.**

1. The meetings of the General Assembly can be ordinary and extraordinary
2. The Assembly will meet twice-yearly and must be convened by the Chairman at least two weeks before the date of the meeting.
3. The extraordinary meetings of the Assembly will be held when necessary, and may be convened by the Chairman or by a third of the members. It must be convened in advance by the same period of time as in the above section.
4. Both ordinary and extraordinary general meetings will be valid in the first instance with the attendance of a majority of members with the right to vote; in the second instance, which will be no less than an hour after the first instance, they will be valid with the presence of the Chairman, Secretary and



at least a third of the members or the person they delegate, with a maximum of one delegation; with the exception regulated in Article 27 for the modification of the Statutes. The manager of the Technical Management Office will be the secretary at the general meetings and at the committee meetings

**Article 18.**

Both ordinary and extraordinary general meetings must be convened in writing, naming the place, day and time the meetings will be held.

The full agenda of all the business to be discussed and the minutes of the previous meeting must be given. It must necessarily include any matter that, within the Association's objectives, has been requested by at least a third of the members.

**Article 19.**

Agreements will be taken by a simple majority. In the case of a draw, the Chairman's vote will decide.

An absolute majority of the Association members will be necessary for:

- a) Nominating the executive and administrative committees.
- b) An agreement to form a Federation of associations or to join one.
- c) The provision or disposal of tangible assets
- d) Modification of the statutes
- e) The dissolution of the Association
- f) The deposition of the Chairman

**Article 20.**

The General Meetings will be chaired by the Chairman, with the assistance of the Secretary, who will take the minutes reflecting the proposals and decisions made.

**Article 21.**

The Chairman of the Association and the committee members will be elected at the General Meetings.

The Vice-Chairman will substitute the Chairman in the case of his or her absence and in certain cases may be delegated with his or her responsibilities.

**Article 22.**

1. The minimum duration of the mandate of the President and Committee will be two years, and they may be re-elected by the General Meeting, according





to the criteria in Chapter V, Article 19 in the present statutes.

At the end of each mandate, it is obligatory that they give a financial report to the General Assembly and the respective meetings.

2. The Chairman and Vice-Chairman may abandon their posts for the following reasons:
  - a) Resignation, made in writing to the General Assembly
  - b) Loss of Association membership
  - c) Deposition, through an agreement of an extraordinary general meeting, convened for this sole purpose, pending the next General Meeting. It will be necessary to have the vote of the absolute majority of the members.

### **Article 23.**

The Chairman of the Association will also chair the meetings, and will possess the following attributions:

- a) Represent the Association
- b) Supervise the Technical Management Office
- c) Convene and chair General Meetings with the right to speak, vote and possess the deciding vote
- d) Order and authorise payments, This attribution may be delegated in any other committee member
- e) Sign any public and private documents that are needed to receive any kind of grant, contributions obtained through agreements, and all kinds of amounts and payments from Public Administrations and the organisations that depend on them or other public entities, and therefore sign the public and private documents that are necessary or desirable, in the Assembly's name

## **Chapter VI. Other Organs of the Association**

### **Article 24.**

The Committee will have the following attributions:

- a) Approve the Association's work programme and projects
- b) Determine the budget, according to the guidelines of the General Assembly and depending on the available financial resources.
- c) Name a commission to review the accounts and examine the financial-economic balance and inventory of the Association's properties, on behalf of the General Assembly
- d) Carry out the agreements made in the General Meetings.
- e) Make decisions about matters reserved for the General Meetings, in the case of extreme urgency, while these decisions must be ratified later in the next General Meeting



- f) Ensure the correct functioning of the Association
- g) Any other responsibilities the Chairman or General Meetings delegate in them

#### **Article 25.**

Functions of the Secretary and Treasurer.

1. The functions of the Treasurer are:  
Representation in financial matters, to be precise, to carry out payments and authorise funds, together with the Chairman, in the development of the current functions of the accountancy and economic-financial regime.
2. The functions of the Secretary are:
  - a) Keep and update all the Association's documents, records and registry.
  - b) Keep the minutes with the agreements made in the General Meetings and Committee Meetings.

### **Chapter VII. Economic Regime**

#### **Article 26.**

1. The Association's resources will come from:
  - a) Ordinary annual subscriptions
  - b) Extraordinary contributions, which must be ratified in the respective meetings
  - c) Grants and donations received
  - d) Profits obtained from its capital and derived from activities and publications
2. The ordinary subscriptions will be paid annually and their amount will be determined at the General Meetings
3. The subscriptions must be paid by the Association members in the first quarter of the year.
4. The Association's accounts will be a true record of its capital, results, and financial situation, as well as the accountancy obligations determined by the specific regulations resulting from the functioning of this Association.
5. The social year will coincide with the natural year, and will finish each year on December 31.

### **Chapter VIII. Modification of the Statutes**

#### **Article 27.**

The modification of the Statutes must be approved by an Extraordinary General Meeting. For this to be valid, the presence of an absolute majority of its members will be necessary in the first instance. In the second instance, it will be valid with the presence of the Chairman and one third of the members.



## **Chapter IX. Dissolution of the Association**

### **Article 28.**

1. The decision of dissolving the Association must be taken in an Extraordinary General Meeting convened for that purpose and with an absolute majority of the members and ratified by their respective plenary agreements
2. The Assembly will name a Liquidation Commission, which will proceed to liquidate the Association, sharing its social capital among charity organisations, once the resources needed to fulfil the pertinent obligations have been deduced

### **Additional Provision**

For any matter not provided for in the present Statutes, the Organic Law 1/2002 of 22 March which regulates the Association Laws, and its complementary provisions, will be applied.

The present statute includes the modifications agreed in the General Meeting of 20 September 2012.

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