



## **Statutes of the international association of museums of history**

### **ARTICLE 1 Name**

The association shall be named INTERNATIONAL ASSOCIATION OF MUSEUMS OF HISTORY

### **ARTICLE 2 Objective**

A museum of history is home to collections exhibited to the public in accordance with specific projects. It studies chronological periods and the time evolution of geographical zones, politically influential figures, trends and ideas. It engages in activities of acquisition, conservation, research, publication, education.

The present association is aimed at local, regional, national and other museums of history and in particular at museums of contemporary history and museums of society throughout the entire world.

Its objective is to support the activities of these museums throughout the entire world, to encourage curators to focus on the organisation of museums and their role, to endorse their function of disseminating information to the public in the spirit of remembrance, thereby to provide a connection among international institutions.

### **ARTICLE 3 Registered office**

The registered office of the association shall be in Marseille, France.

The administrative council shall choose the site of the registered office and may change location within the same city by simple resolution.

### **ARTICLE 4 Duration**

The duration of the association shall be unlimited.

### **ARTICLE 5 Means of action**

The association shall employ the following means of action:

– publications, courses, organisation of encounters, symposiums, study trips and seminars uniting its members and any other interested parties;

– organisation of exhibitions.

#### **ARTICLE 6      Composition – Subscriptions**

The association shall be composed of:

(1) active members

Shall be considered active members those who pay an annual membership fee, the amount of which shall be fixed by internal regulation for both individual and institutional subscriptions.

Each institutional member with a valid current subscription shall be represented by its director, its curator or by a duly appointed representative of the member structure. It shall be entitled to exercise a single vote in assemblies and may represent at the most two other members, upon presentation of a power of attorney. An individual member may at the most hold two powers of attorney.

(2) honorary members, appointed by the assembly upon proposal of the administrative council from among people rendering or having rendered a service to the association. They form part of the general assembly without having to pay an annual membership fee.

(3) benefactor members

Shall be considered benefactor members those who have paid an initial entry fee of 500 euro and an annual membership fee of 250 euro, fixed each year by the general assembly.

#### **ARTICLE 7      Conditions of membership**

Association membership must be approved by an absolute majority of the administrative council.

Membership applications shall be submitted in writing, signed by the applicant and accepted by the administrative council by the absolute majority of its present or represented members. If an application for membership is rejected, the administrative council shall not be obliged to disclose a reason. Each member shall undertake to adhere to the present statutes that shall be communicated to him upon his admission into the association.

#### **ARTICLE 8      Resources**

The resources of the association shall comprise:

(1) member subscriptions;

(2) subsidies that may have been granted by public authorities;

(3) donations;

(4) income from assets;

(5) sums received in return for services provided by the association;

(6) all other resources authorised by legislative and regulatory texts.

#### **ARTICLE 9      Reserve fund**

The reserve fund shall comprise:

- (1) funds resulting from the repurchase of subscriptions;
- (2) funds resulting from savings made on the annual budget.

#### **ARTICLE 10      Resignation – Expulsion**

Loss of membership shall occur:

- (1) through resignation;
- (2) through dissolution;
- (3) through subscription payment failure after two years;
- (4) through expulsion pronounced by the administrative council by an absolute majority as a result of subscription payment failure or on the basis of serious grounds.

#### **ARTICLE 11      Administration**

The association shall be governed by a council comprising a maximum of 12 members elected for three years by the general assembly and selected from the category of active members in possession of their civil rights.

If a vacancy arises, the council shall provide a provisional replacement for its members. A definitive replacement shall be appointed at the next general assembly.

The mandate of the thus elected members shall expire at the completion of the mandate period of the replaced members.

Outgoing members may be re-elected.

The council shall select from among its members a board comprising

- one president,
- two vice-presidents,
- one secretary and one assistant secretary,
- one treasurer and one assistant treasurer.

The board shall be elected for three years. Finance-related resolutions shall require the countersignature of the treasurer. The treasurer shall be responsible for keeping a cashbook.

#### **ARTICLE 12      Council meetings**

The council shall meet at least once a year and any time it is convened by its president or upon request by a quarter of its members.

It may convene only if the majority of its members are present or represented.

Minutes shall be drawn up of the sittings.

The minutes shall be signed by the president and the secretary and transcribed into the register numbered and initialled by the association representative.

Resolutions shall be passed by an absolute majority; in the case of a division of votes, the president shall have the casting vote. Each member, where applicable, shall be entitled to exercise a single vote only.

Any member of the council who, without apology, has not attended three consecutive meetings, shall be considered to have resigned.

The meetings of the administrative council shall be open, upon invitation by the board and in an advisory capacity, to any person likely to contribute his support towards the realisation of the objectives laid down by the association. Each member may hold a

maximum of one power of attorney on behalf of another member. An individual member may be represented by another individual member. An institutional member may be represented by another member of its institution, by an individual member or by another institutional member.

**ARTICLE 13      Gratuitous mandate**

Members of the association may not receive any remuneration in return for the functions conferred upon them.

They may, however, be reimbursed for any expenses incurred as a result of association requirements, upon producing documentary evidence and following the approval of the president and the treasurer.

**ARTICLE 14      Powers of the council**

The administrative council shall be invested with the most extensive powers to authorise any deeds not devoted to the general assembly.

It shall supervise the administration of the members of the board and shall have the right to request an account of its activities.

It shall authorise all purchases, alienations or loans, advances or other credit facilities required for the functioning of the association.

It shall authorise all transactions, all mortgage releases, with or without payment reports.

It shall fix the amount of any representation allowances exceptionally granted to certain board members.

This list shall not be considered exhaustive.

It may undertake a delegation of authority for a specific issue and a limited period of time.

**ARTICLE 15      Role of the board members**

**President** – The president shall convene the general assemblies and the meetings of the administrative council, at least one month prior to the date set and by standard mail, except in cases of duly justified urgency.

He shall represent the association in all matters of civil life and shall be invested with all the powers to this effect. He may delegate some of his duties in accordance with the provisions foreseen by the internal regulations.

He shall be able to engage in legal proceedings on behalf of the association, in the capacity of either the plaintiff or the defendant.

In the event of his absence or indisposition, he shall be replaced by a vice-president, specially appointed by the council, and in the event of the latter being unable to attend, by any other member specially appointed by the council.

The location for the archives shall be determined by internal regulation.

**Secretary** – The secretary shall be responsible for conducting all correspondence.

He shall draft minutes of the proceedings and ensure their transcription into the registers that shall be distributed at the latest one month after the meeting.

He shall maintain the special register, as provided for by law, and ensure the compliance with prescribed formalities.

**Treasurer** – The treasurer shall be responsible for the association’s asset management.

He shall carry out all payments and collect all income under the supervision of the president. Purchases and sales of securities constituting the reserve fund shall be carried out with the authorisation of the administrative council.

He shall keep regular accounts of all the transactions, on a day-to-day basis and in good faith, and must forward all documentation to the accountancy firm. He shall report to the annual assembly, which shall give a ruling on the financial management of the association.

Expenses exceeding 2000 euro, however, must be authorised by the president and by one other member of the board.

He shall give an account of his mandate at the general assemblies in accordance with the provisions foreseen by internal regulation.

## *ARTICLE 16*      **Ordinary general assemblies**

Shall be considered voting members those who are up-to-date with their subscriptions.

The association’s general assembly shall comprise the active members.

In exceptional circumstances, the administrative council may decide to proceed with a vote in writing: the text of the proposed resolutions shall be forwarded to all members with notification of the final date by which their vote must be known. Votes shall be counted by the administrative council and the results shall be announced by the president; minutes shall be drawn up of all.

The ordinary general assembly shall take place at least once a year, as early in the year as possible and at the latest before the end of the first half and any time it is convened by the administrative council or upon demand of at least a quarter of the members. Each associate member may choose to be represented by another member provided with a written power of attorney. An institutional associate member may be represented by another member of the institution. Each associate member may hold a maximum of two written powers of attorney.

The agenda shall be decided upon by the administrative council.

The board of the assembly shall be that of the council and be presided over by the president.

It shall hear the reports on management by the administrative council and the reports on the financial and ethical standing of the association.

It may appoint an auditor and commission a report on the accounts.

It shall approve the accounts of the fiscal year, pass a vote on the budget of the following fiscal year and foresee, if applicable, membership renewals of the administrative council; it shall authorise membership to a union or federation.

It shall confer upon the administrative council or upon certain board members the authorisation to carry out any operations falling under the object of the association and for which statutory powers would be insufficient.

In addition, it shall discuss all the items included in the agenda upon written request signed by at least ten members of the association and submitted to the secretary at least ten days prior to the meeting.

Invitations shall be sent out at least one month in advance by standard mail and shall include the agenda.

Resolutions of the annual general meeting shall be passed by a raise of hands at an absolute majority of the members present. A secret vote may be requested by the administrative council, or by a quarter of the members present.

Upon completion of the agenda's items, the general meeting shall proceed to the election of members to the administrative council, if applicable.

#### **ARTICLE 17 Extraordinary assemblies**

The general assembly shall meet in extraordinary session when it gives a ruling over any amendments to the statutes. It may decide upon the dissolution and allocation of the association's assets, the merging with any other association of the same object. Since each member may hold only two powers of attorney, this type of assembly must have at least a quarter of its active members present or represented. Members unable to attend may choose to be represented by another member of the association by means of a written power of attorney.

Rulings shall require a majority of three quarters of the votes of the members present.

An attendance sheet shall be signed and certified by the members of the board.

If the *quorum* is not reached during the first convened assembly meeting, the assembly shall be reconvened and may then validly pass resolutions, regardless of the number of members present.

#### **ARTICLE 18 Minutes**

The minutes of the proceedings adopted during assemblies shall be transcribed by the secretary into a register and signed by the president and one board member present during the proceedings.

The minutes of the proceedings adopted by the administrative council shall be transcribed by the secretary into a register and signed by the secretary and the president.

This register shall be held and may be consulted at the registered office.

The secretary may issue any certified and true copies, deemed authentic for third parties.

#### **ARTICLE 19 Dissolution**

The dissolution of the association may be pronounced only by the general assembly, specially convened for this purpose and ruling in compliance with *quorum* provisions and in accordance with the majority foreseen for extraordinary assemblies.

The general assembly shall designate one or several commissioners, whose powers it shall determine, to undertake the liquidation of the association's assets.

It shall distribute the net assets to any associations sharing a similar object or to any public corporations or private corporations engaged in public benefit, of its choice.

#### **ARTICLE 20 Internal regulations**

The administrative council may, if deemed necessary, formulate the text of an internal regulation determining the implementation details of the present statutes.

This regulation shall be submitted for approval to the general assembly, along with its possible amendments.

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