

## **ACIP Statutes**

### **Article 1 Name.**

An Association has been formed by the members observing the present statutes as a 'not for profit' organisation governed by the law of 1st July 1901 and the statutory order of 16<sup>th</sup> August 1901 called the Association Culturelle Internationale du Perigord (ACIP).

### **Article 2 Aims**

This Association aims to foster cultural, social and leisure contacts between members of the international community in the Perigord and the French community. These contacts may take, but not be restricted to, the following forms:-

- Cultural events and clubs
- Language courses
- Well-being clubs
- Social events and clubs
- Information on local living conditions and habits, especially assistance for new arrivals
- A free lending library

### **Article 3 Duration**

The life of the Association is unlimited

### **Article 4 Registered office**

The formal registered office and address is ACIP, 1er étage, 4 rue de Francois Meulet, 24480 Le Buisson de Cadouin. This address may be modified by decision of the Committee.

### **Article 5 Composition**

The Association is composed of ordinary and honorary members. Honorary Membership may be conferred at the discretion of the Committee for any chosen period of time. Honorary members shall not pay the annual subscription.

### **Article 6 Membership**

Membership is by annual subscription at a rate determined annually by the Committee. Once paid, a refund will only be made under exceptional circumstances and at the discretion of the Committee. The Committee reserves the right to agree or not to any application for or renewal of membership of the Association. Membership is not transferable. The Committee retains the right to limit membership to a maximum number.

### **Article 7 Cancellation**

The status of member is lost after

- resignation
- non-payment of subscription
- cancellation by decision of the Committee

In the case of cancellation, the member may be heard by the Committee beforehand. The Committee's decision is not subject to appeal and cannot be the subject of litigation nor of any financial compensation.

### **Article 8 Resources**

The resources of the Association include :-

- subscriptions
- revenue from any events organised by the Association
- national, regional or local grants from public or private institutions
- donations
- sponsorship
- income from investments
- any other legitimate revenue resulting from activities within the scope of the Association's aims

### **Article 9 The Committee**

The Association shall be governed by a committee consisting of four Officers - President, Vice President, Treasurer, and Secretary - and up to eight ordinary members. The Committee shall not exceed a total of 12 members. Each of the Officers shall be appointed by a simple majority vote at the AGM. Members of the Association will be invited to submit their candidacy as Officers at the invitation to the AGM. Candidacy must be declared in writing to the Secretary at least ten days prior to the date of the AGM.

Ordinary Committee members shall be appointed as required at the discretion of the Officers. The Officers shall decide on whom to appoint as ordinary members should the number of volunteers exceed eight.

There is no fixed time limit on how long a member may remain on the committee.

In the event of the resignation of the President, the Vice President shall take over the duties of President until a new President is elected at an AGM or an EGM. Excluding the position of President, if one Officer resigns the remaining officers may appoint a temporary Officer from the committee to fill the vacancy pending an EGM or AGM. If two or more Officers resign then an EGM shall be called unless the effective date of those resignations coincides with the date of an AGM.

### **Article 10 Committee meetings**

The Committee shall meet at least once a year and whenever a meeting is called by the President or by a third of the Committee members. Decisions shall be taken by a simple majority vote of the Committee members present at the meeting. A meeting is only quorate if half of the Committee members are present, with at least two of these being Officers. The President shall have a casting vote as required.

### **Article 11 Annual General Meeting**

The annual general assembly (AGM) includes all members of the Association. It takes place once a year on invitation by the President. The invitation shall be issued at least 15 days before the date of the meeting. The agenda must be included on the invitation. A copy of the accounts shall also be sent out at least ten days prior to the AGM, with any questions on this matter to be submitted at least 5 days in advance of the meeting.

Each member has a vote. Members can be represented by a proxy. The agenda must be accompanied by a proxy form giving power to another member present at the AGM. A proxy form is only valid if properly completed, returned to the Secretary at least 5 days before the AGM and nominating a member present at the AGM.

The quorum for the AGM is twice the number of Committee members plus one. Decisions are taken by a simple majority vote of the members present plus any proxy votes. The President has a casting vote in the event of a split vote.

The President shall chair the meeting and present an annual report on the Association's activities. The Treasurer's accounts shall be presented and must be approved by the meeting.

The minutes, signed by the President and Secretary will be stored on line and available to members on request. A copy of the minutes will also be displayed at the Association's registered office.

#### **Article 12 Extraordinary General Assembly (EGM)**

An EGM can be called to decide on modifications of the statutes or any other matter determined by the Committee. An EGM can also be called by any member of the Association with the written support of at least 30% of the membership to discuss an issue. A member calling an EGM in these circumstances must present written evidence of this support. The convening of and conduct of an EGM shall be governed by the same rules as those governing the AGM set out in Article 11.

There shall not be a requirement for the re-election of existing Officers unless the issue relates to this. There shall not be a requirement for the Treasurer's accounts to be presented or be approved by the meeting unless this is relevant to the issue that been supported by at least 30% of the membership.

#### **Article 13 By-Laws**

By-laws aim to clarify points or situations not formally convened in the present statutes such as administration and functioning of the Association. Such by-laws can be established by the Committee.

#### **Article 14 Dissolution**

The dissolution is pronounced by an EGM convened especially for the occasion. One or several liquidators are appointed by the EGM and these liquidators are given power to liquidate the assets of the Association.