

ARTICLES OF ASSOCIATION

ASSOCIATION INTERNATIONALE POUR L'HISTOIRE DU VERRE

NAME AND REGISTERED OFFICE

Article 1

The association bears the name Association Internationale pour l'Histoire du Verre. Its registered office is in Amsterdam.

OBJECTIVE

Article 2

The Association has as its objective the promotion of knowledge of the history of glass in its widest sense.

It endeavours to achieve this by regularly organizing international conventions and the publishing of scientific literature.

MEMBERS

Article 3

1. The Association recognizes individuals as members and corporate bodies, henceforth referred to as member institutions.
2. Application for membership is open to all persons and institutions subscribing to the objectives of the Association.
3. Admission of new members is decided by the board of management.
4. Those wishing to become members are to apply in writing to the Secretary.
For members this entails at least name and initials, address, date of birth, and in addition information important in determining the subscription.
For member institutions this entails at least the statutory name and registered office, as well as the address of the institution and information important in determining the subscription.
5. Honorary members are those so called by the General Assembly as having been of special service to the Association.

THE REGISTER

Article 4

For members and honorary members there is a register kept by the board of management of names and addresses. Alterations thereto, as well as alterations concerning the individual representing a member institution, should immediately be reported in writing to the Secretary.

LIABILTY

Article 5

Members are not responsible for the liabilities of the Association.

TERMINATION OF MEMBERSHIP

Article 6

Membership is terminated by:

- a. decease, or dissolution of the member institution;
- b. written notice by the member: this can occur at any time and without observing a term of notice;
- c. dismissal by the General Assembly: this can only be brought about when a member acts in contravention of the articles, regulations or resolutions of the Association, or causes the Association undue harm.

RIGHTS AND OBLIGATIONS

Article 7

1. Members' subscriptions and other contributions are decided on every three years by the General Assembly, following a proposal by the board of management.
2. The board of management determines how and when at the latest the said obligations should be fulfilled.
3. Members whose membership is either beginning or ending are obliged to pay for the year of commencement or termination in its entirety, unless the board of management decides otherwise.
4. Members who are not in arrears with their payments receive the publications issued by the Association at a reduction fixed by the board of management.

THE BOARD OF MANAGEMENT

Article 8

1. The board of management consists of at least four members. With the approval of the General Assembly their number can be brought up to a maximum of six.
2. Only members of more than one year's standing can join the board of management.
3. The General Assembly chooses from the board of management a chairman, a deputy chairman, the Secretary, and the treasurer.
4. Should the number of board of management members become reduced to less than four, the board of management is not authorized to act. It is however obliged to immediately fill the vacancy or vacancies in consultation with the Executive Committee.

Article 9

The appointment of board members is done by the General Assembly through one or more non-binding recommendations put forward either by the board of management or by ten members. The recommendation of the board of management is announced to the members when the meeting is convened; that of the members must be submitted to the board of management before the meeting.

Article 10

1. Each board member can stand for re-election at each General Assembly
2. Each board member relinquishes his function three years after appointment, at the end of the three-yearly congress organized by the board of management, and to which the General Assembly is affiliated. Should no congress and General Assembly take place within three years, automatic extension of office to four years is possible.
3. Membership of the board of management is otherwise brought to a close:
 - a. by relinquishing membership of the Association.
 - b. by voluntary resignation.

Article 11

The Association is represented by two members of the board of management acting in conjunction, namely the chairman (and in his absence the deputy chairman) and either the Secretary or the treasurer.

BOARD MEETINGS

Article 12

1. The chairman decides where and when a meeting of the board of management should be held. He is obliged to convene it at the request of at least two board members.
2. The chairman decides on the agenda. He is obliged to introduce a topic onto the agenda at the request of at least two members of the board of management.
3. In the event of a tie of votes the chairman has the casting vote.
4. The Secretary is to keep the minutes.

ANNUAL REPORT AND ACCOUNTS

Article 13

1. The Association's year conforms to the calendar year.
2. The board of management is obliged to keep such annotations of the state of the Association's potential that from them its rights and obligations can be learned at all times.
3. The board of management presents to the Executive Committee its annual reports, and on production of a balance sheet and a statement of profit and loss, gives an account of its administration during the preceding financial years.
4. The board of management is obliged to retain the documents referred to in the paragraphs 2 and 3 for ten years.

EXECUTIVE COMMITTEE

Article 14

1. The Association possesses an Executive Committee, consisting of the chairmen of the National Committees and six members chosen by the General Assembly.
2. Nomination of those members of the Executive Committee chosen by the General Assembly takes place in agreement with that specified in article 9.
3. The term of office of members of the Executive Committee is identical to that of the board of management.
4. For terminating membership of the Executive Committee the conditions of article 10 are applicable.

TASKS AND POWERS OF THE EXECUTIVE COMMITTEE

Article 15

1. The Executive Committee advises, assists, and supervises the board of management,
2. The Executive Committee co-determines with the board of management which candidates at the election of a new board of management or of a new Executive Committee are to be proposed to the General Assembly by means of a non-binding recommendation.
3. The board of management furnishes the Executive Committee with an annual report on the state of affairs in the Association.

NATIONAL COMMITTEES

Article 16

The Association has divisions, called National Committees, that can be set up according to local law and whose principal task will be:

1. To hold meetings in agreement with article 2, first sentence;
2. To assist the standing secretariat in all matters concerning their country (congresses, publications, documentations, etc.). They may possess their own capital and use it as they see fit.

GENERAL ASSEMBLY

Article 17

1. At least every three years a General Assembly is to be held, to coincide with the three-yearly congress. It is possible to extend this period to four years, should no General Assembly be called within the said three years.
2. Members and honorary members may attend the General Assembly and are authorized to speak and move proposals.
3. Each member has one vote. A member may have his vote placed by another member authorized in writing to do so.
4. The admission to others than those named in paragraph 2 is decided by the meeting.

Article 18

1. The board of management convenes meetings by sending a written notice to members at the addresses as recorded in the register at least one month in advance, not including the day of notice nor that of the meeting.
2. Moreover, the board of management is, at the request of at least twenty members, obliged to convene a General Assembly in agreement with article 18-1.
3. A General Assembly covers amongst other things:
 - a. the election of members of the Executive Committee other than the presidents of the National Committees;
 - b. the annual report by the board of management on the preceding financial years;
 - c. the board of management's account of its administration over the preceding financial years.

Article 19

1. The General Assembly is led by the chairman or his deputy. Should the chairman and his deputy not be present, another member of the board must then act as chairman.

2. At each meeting the Secretary or another person so designated by the chairman is to keep the minutes of the proceedings, to be confirmed and signed by the chairman and by the person keeping the minutes. Those convening the meeting can draw up a legal transcript of the proceedings.

The contents of the minutes or of the transcript are to be brought to the attention of the members.

Article 20

1. The decision announced to the General Assembly by the chairman of the meeting that a resolution has been passed by the meeting, is final.
The same applies to the contents of a resolution passed in so far that a proposal not set down in writing has been put to the vote.
2. In so far that neither the articles of association nor the law specify otherwise, all resolutions by the General Assembly are to be passed with an absolute majority.
3. Unmarked voting papers are treated as not handed in.
4. Should there be a tie of votes on a proposal not involving the election of persons the proposal is to be rejected.
5. All voting is to be carried out orally, unless a written ballot is deemed desirable by the chairman and the board of management, or requested by at least twenty voters.
Written ballots occur in the form of unsigned sealed papers. A motion may be carried by acclamation, unless a member requests that voting should take place.

ALTERATION OF ARTICLES

Article 21

1. The articles of the Association can be altered by a resolution by the General Assembly. The convening of this meeting is to agree with that specified in article 18, and must be attended by a draft of the alteration.
2. A motion to alter the articles must be carried out by at least two-thirds of the votes at a meeting where at least half of the members are present or represented. Should less than half the members be present or represented, a second meeting is than to be convened and held within four weeks of the first, in which the proposal moved at the first meeting can be resolved upon, provided this is done with a majority of at least two-thirds of the votes cast.
3. An alteration to the articles cannot be affected until a deed has been executed before a notary. Every member of management is authorized to execute the deed.

DISSOLUTION

Article 22

1. The Association is dissolved by a resolution of the General Assembly. The resolution must conform to that specified in paragraphs 1 and 2 of the forgoing article.
2. In the event of dissolution the distribution of the assets on liquidation is to be decided by the General Assembly.

STANDING ORDERS

Article 23

1. The General Assembly may draw up standing orders.
2. The standing orders must not conflict with the articles of association.

APPLICABLE LAW AND LANGUAGE

Article 24

1. Although the Association has an international character it comes under the law of the Netherlands.
2. The official languages of the Association are French, English and German. Should a conflict arise as to interpretation of the articles the Dutch text will take precedence.
On the proposal of the board of management the Executive Committee can, in individual cases, grant exemption from their use.

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