

CONGRESS DOCUMENTS 2011

Tromsø (Norway)

Volume 1

Contents

• AITA/IATA asbl Constitution	2
• AITA/IATA asbl Bylaws (2009 version)	8
• Standing Orders of the General Assembly	17
• Agenda of the 30 th General Assembly.....	20
• Elections	
Renewal of the Executive Board of AITA/IATA asbl	21
Electoral Process and Timetable	23
Statements of Intent:	
English Speaking Secretary Anne Gilmour	25
Vice-President Roger Ellis	26
• Vision Statement and Working Plan of the New President	27
• Delegates Official Nomination Form	31
• Proxy Form	32

This UK Standard English version of the AITA/IATA asbl Constitution is a translated version for information only. In cases of difficulty of interpretation, the only legally binding Constitution is that in the Standard French language.

AITA/IATA asbl

Valid from July 18th 2003

CONSTITUTION

We, the undersigned founding members:

- La FEDERATION NATIONALE DES COMPAGNIES DE THEATRE ET D'ANIMATION (F.N.C.T.A.), an association what has a legal person according to French Law, 12 rue de la chaussée d'Antin, F-75009 Paris, France, represented by Mr. Jacques LEMAIRE, retired, 7 rue Ambroise Paré, F-95520 Osny, France;
- FUNDACION ARUBANO DI ARTE (FUNDARTE), an association what has a legal person according to Arubian Law, Paradera 161, Aruba, represented by Mr. Leo TROMP, consultant, Groen van Prinstererlaan 255, NL-HR2555 Den Haag, Nederland;
- OPENDOEK vzw, Amateurtheater Vlaanderen, an association what has a legal person according to Belgian Law, Arenbergstraat 17, 2000 Antwerpen Belgique, represented by Mr. Robrecht VAN GENECHTEN, administrator, Hallebaan 5B, 2520 Ranst, België ;
- Le STUDIO DE MONACO, an association what has a legal person according to the Monaco Law, 1 Boulevard Albert 1^{er}, MC - 98000, Monaco, represented by Mr. Pierre CELLARIO, teacher, 2 rue des Orangers, Monaco ;

have decided to constitute, under Belgian Law, a non-profit organisation (NPO) and to make up its constitution as follows.

Article 1

The association is named "AITA/IATA asbl", referred to hereafter as the Association.

Article 2

The registered office of the Association is established at Maison de la Bellone, rue de Flandre, 46 B-1000 Brussels, Belgium.

Article 3

The Association is formed for the purpose of:

- a. Fostering dramatic art by all theatrical groups of the world devoted, without remuneration, to artistic and cultural aims;
- b. Promoting by permanent international contact and relationships those activities common to its members;

- c. Co-ordinating the actions of its members in their purpose of enriching human experience and educating through the medium of theatre;
- d. Facilitating international exchanges between all groups belonging to amateur theatre.

To establish these aims, the Association will employ the following means:

- a) The organisation or participation in the organisation of international congresses, conferences, seminars, festivals, courses, exhibitions and any other activity;
- b) The publication or assistance in the publication and distribution of books, periodicals and stage plays;
- c) The maintenance of one or more information centres or study centres on amateur theatre;
- d) Co-operating with other international organisations having similar aims or devoted to theatre and culture in general.

The Association may undertake or support any initiative and organise any activity that may contribute to establishing its aims or objectives.

Article 4

The Association has been constituted for an unlimited period of time.

Article 5

The number of Members of the Association is unlimited. Its minimum is fixed to three. The first Members are the undersigned founding Members.

Article 6

The composition of the Association is based on the principle of national representation.

The Association recognises Full Members and Affiliate Members.

A Full Member is an officially appointed national centre representing amateur theatre activity on a national basis. An Affiliate Member is a federation, a committee or a similar body representing a part of the amateur theatre activity in a country, in which no officially appointed national centre has yet been established, but can be considered to be in the process of growth. Each Affiliate Member shall work towards the establishment of such an officially appointed national centre.

Full Members, whose fees are in order, are entitled to six votes. Affiliate Members, whose fees are in order, are entitled to two votes.

Article 7

The admission, the resignation, the suspension and the exclusion of Members are decided by the General Assembly of the Association by a simple majority, following the proposition of the Administrative Council. Every request for admission to or resignation from the Association will be made to the President of the Association and addressed to the Secretariat of the Association.

Article 8

Resigning, suspended or excluded members, as well as their heirs or those having rights over a deceased member, have no rights over the social funds. They can not claim or request statements, rendering of accounts, nor affix seals and inventories.

Article 9

Each year the members will be required to pay their membership fee, which is to be determined by the General Assembly of the Association. The maximum amount of this membership fee is set at Euro 50.000.

In addition to the payment of their membership fee, all members will, within their capacities, provide the Association with their active assistance and their commitment.

Article 10

The Association is administrated by an Administrative Council, referred to hereafter as the Council, elected by the General Assembly of the Association. The Council is composed of two bodies: the Executive Board and the Board of Representatives.

To compose the Executive Board, the General Assembly of the Association must elect at least one President of the Association, one Secretary and one Treasurer.

The Board of Representatives is composed by one representative, proposed by each regional committee of the Association and appointed by the General Assembly of the Association.

Article 11

The President of the Association is elected two years before starting his term of office, which will run for four years. Presidential terms of office can not run consecutively. In exceptional circumstances, the General Assembly of the Association can extend the President's mandate until the next General Assembly. To take this decision a majority of two thirds of the members present at that General Assembly of the Association is required.

All other members of the Administrative Council, referred to hereafter as the Council Members, are elected for a period of four years. The number of terms that may be served is unlimited but a maximum of two terms may run consecutively.

Article 12

The Council is called together by the President of the Association by the means of normal mail, by electronic mail or by fax addressed to each Council Member and will convene at least twice in each period between meetings of the General Assembly of the Association. The agenda for the meetings of the Council has to be declared in the communication calling the meeting.

Article 13

The Council has unlimited executive powers relating to the administration and the management of the Association.

The Council appoints either itself or by proxy all deputies, all employees and members of staff of the Association and dismisses them; it determines their job description and their salary.

Unless a power is explicitly stated under Belgian Law, under this Constitution or under the Bylaws of the Association, to belong exclusively to the General Assembly of the Association, all powers are considered to be under the authority of the Council.

Article 14

The Council has the right to delegate the daily management of the Association, including the authority of signature in relation to the daily management, to a Secretary General whose powers, salary and benefits will be determined by the Council.

Article 15

Legal actions, whether as plaintiff or defendant, are instigated or supported by the President or the Secretary General of the Association, in the name of the Council of the Association.

Article 16

The Association is represented in legal agreements, including those where a public officer or a law official intervene, and in legal actions:

- (a) Either by the President of the Association, or in his absence, by the Vice President of the Association, if one has been elected;
- (b) Or by two Council Members;
- (c) Or, for all financial operations, solely by the Treasurer of the Association.

Article 17

The General Assembly has legislative power within the Association. Powers that are reserved for the General Assembly of the Association are the following:

- (a) Alterations to the Constitution and the Bylaws;
- (b) The election and dismissal of Council Members, including the President of the Association;
- (c) The approval of the budget and the accounts;
- (d) The voluntary dissolution of the Association;
- (e) The admission, the resignation, the suspension and the exclusion of members of the Association.

Article 18

The General Assembly of the Association is convened by the Council by the means of normal mail, by electronic mail or by fax addressed to each member, at least two months before the General Assembly and signed by the President, in the name of the Council. The agenda for the General Assembly of the Association has to be declared in the communication convening the Assembly. Each proposition signed by at least one twentieth of the Members of the Association is added to the agenda of the General Assembly of the Association. The General Assembly of the Association can not vote on any issues that are not included in the agenda.

Article 19

The Council or at least one fifth of the Members of the Association may call for an Extraordinary General Assembly of the Association at any time. Each Extraordinary General Assembly will be held on the day, the hour and the location mentioned in the communication calling the Assembly. All members of the Association need to be invited to an Extraordinary General Assembly.

Article 20

Each member has the right to attend every General Assembly of the Association and may be represented by proxy. All Members, that have paid their membership fee for the corresponding year, have the right to vote, each having the number of votes appropriate to their membership category.

Article 21

The General Assembly is chaired by the President of the Association or by any other chair elected by the General Assembly at the beginning of the Assembly.

Article 22

The General Assembly is validly composed irrespective of the number of members present or represented, unless Belgian Law dictates otherwise. All decisions are taken by a majority of votes unless they relate to the Constitution, the Bylaws or the dissolution of the Association. All decisions of the General Assembly are recorded in the form of minutes and signed by the President of the Association and a Secretary. The record is kept at the registered office, where all members and third parties may consult it.

Article 23

The decisions taken by the General Assembly of the Association and relating to the Constitution are dictated by Article 8 of the Law of 27th June, 1921 and all later changes made to this law. Therefore they require a majority of two thirds of the members present at that General Assembly of the Association.

The decisions taken by the General Assembly of the Association and relating to the dissolution of the Association require a majority of three quarters of the members present at that General Assembly of the Association.

The decisions taken by the General Assembly of the Association and relating to the Bylaws require a majority of two thirds of the members present at that General Assembly of the Association.

Article 24

The financial year will run from 1st January until 31st December of each year. Every year on 31st December a statement of the accounts of the past year will be produced together with the budget for the next year. Both the statements of the accounts and the budget will be presented for approval to the next General Assembly of the Association.

Article 25

In case of voluntary dissolution of the Association, the General Assembly will appoint two liquidators and determine their powers.

Article 26

In any case of voluntary or judicial dissolution of the Association, at any time and for any reason, the net assets of the disbanded Association will be allocated to an association involved in similar works and with similar aims to the disbanded Association, as agreed by the General Assembly of the Association.

Article 27

All that is not explicitly stated in this Constitution or the Bylaws of the Association, will be determined by Belgian Law, ruling non-profit organisations.

Article 28

The languages to be employed in all official business conducted by the Association are French, English and Spanish. In case of difficulties of interpretation, the French language will take precedence.

Made on July 18th 2003, Brussels

Bye Laws of AITA/IATA asbl

INTERNATIONAL AMATEUR THEATRE ASSOCIATION

I. OBJECTIVES - MEANS

Article 1.

AITA/IATA asbl is formed for the purpose of

- a. fostering dramatic art by all theatrical groups of the world devoted, without remuneration, to artistic and cultural aims.**

- b. - promoting by permanent international contact and relationships those activities common to its Members.**

- c. - co-ordinating the action of its Members in their purpose of enriching human experience and educating through the medium of the theatre.**

- d. - facilitating international exchanges between all groups belonging to amateur theatre.**

Article 2.

In furtherance of these aims, the Association will establish a Council of Administration, designated "The Council", and composed in accordance with Articles 13-21. Its aims will be achieved by:

- a. - the organisation or participation in the organisation of international congresses, conferences, seminars, festivals, courses, exhibitions and all other activities useful in carrying out the Association's aims;**

- b. - the publication or assistance in the publication and distribution of books, periodicals and stage plays;**

- c. - the maintenance of one or more centres for documentation and studies of amateur theatre;**

- d. - the participation in the work of other international organisations pursuing similar aims or devoted to theatre and culture in general.**

Article 3.

The Association has been constituted with no political, racial, sexist or religious commitment. It will not interfere in any national activity.

II. COMPOSITION

Article 4.

The composition of the Association is based on the principle of national representation.

Article 5.

AITA/IATA asbl is composed of National Centres or similar groups devoted to amateur theatre, which have been properly constituted and whose affiliation has been confirmed by the General Assembly. These may be classed as Full Members or Affiliate Members.

a. Full Members / National Centres

1. - A Full Member is a National Centre, the recognised body representing amateur theatre on a national basis.

2. - AITA/IATA asbl, without interfering in the internal politics of any country, will endeavour to obtain the Constitutions of National Centres which represent amateur theatre movement in their respective countries. After a period of at least two years as an Affiliate Member and subject to approval by the General Assembly, an Affiliate Member becomes a National Centre and thereby a Full Member of AITA/IATA asbl.

b. Affiliate Members

In the case where a National Centre has not yet been established, the General Assembly can accept as an Affiliate Member any federation, committee or similar body representing the amateur theatre activity of a country which can be considered to be in a process of growth. Such a Member shall work towards the swift establishment of a National Centre.

If an Affiliate Member does not succeed in establishing a fully representative national organisation within the period of 4 years after its admission, its affiliation to AITA/IATA asbl will be automatically cancelled unless the General Assembly decides exceptionally to extend its membership by another 2 consecutive years.

In some specific cases of autonomous territories, the representative organisation of the Territory can be granted the status of Affiliate Member. The Member States of a National Federation or a National Confederation are not considered as autonomous territories for the application of this article. The autonomous territories are not affected by the provision of 4 years as defined above.

III. GENERAL ASSEMBLY**Article 6.**

a. - The General Assembly of AITA/IATA asbl is composed of all Full Members and Affiliate Members - whose Membership Subscriptions are in order - present or represented. It has the power of final decision. It will meet every two years. AITA/IATA asbl Associates may attend.

b. -The Council of AITA/IATA asbl constitutes the Organising Committee and nominates the Chairman of the General Assembly. This nomination is subject to ratification by the General Assembly at the opening of the session. (See Article 8d).

Article 7.

An extraordinary General Assembly will be held within three months whenever one-fifth of the Full Members express such a wish in a written application to the President with a copy to

the Secretary General (if appointed). Such application must clearly define points on which the General Assembly must decide.

A General Assembly may also take place whenever the Council considers it necessary.

Article 8.

Amongst other duties, the General Assembly will be required to:

- a. elect every four years the President of the Association and every two years half of the members of the Executive Board in compliance with Article 14
- b. ratify the election of representatives from the Regional Committees in compliance with Article 17;
- c. receive reports from the Council and, subject to approval, accept them;
- d. ratify the nomination for Chairman of the Assembly at the opening of the session (See Article 6b);
- e. ratify decisions taken by the Council concerning the admission of new Members. This act of ratification must feature as a separate item for each candidate on the agenda of the General Assembly;
- f. decide its two-yearly programme.

Article 9.

The languages to be employed in all official business conducted by the Association are French, English, and Spanish. In case of difficulties of interpretation, the French language will take precedence.

Article 10.

The Council is responsible for communicating to all Members the agenda of the next General Assembly, at least two months before the date on which it will be held.

Article 11.

All decisions of the General Assembly, except in the case of Articles of the Constitution, unless otherwise specified will be taken by a simple majority. Equal votes, for and against, will be considered as a rejection of the motion.

Full Members, whose Membership Subscriptions are in order, are entitled to 6 votes.

Affiliate Members, whose Membership Subscriptions are in order, are entitled to 2 votes.

Those Members who are prevented from attending a General Assembly may arrange to delegate their voting rights to another Member. This delegation must be signed by the chairman of the body represented. No Member can carry more than one such delegation of authority.

An elected Member of the Executive Board (as defined in Article 14a) may not be a delegate of his/her country at the General Assembly and may not accept any proxy duties from any Member of the Association.

Any person elected to the Board of Representatives (as defined in Article 17) may carry the mandate of his/her Regional Assembly to present the Regional views to the General Assembly on any item of the agenda.

Article 12.

The decisions legally taken by the General Assembly are binding for all Members of the Association, including those absent at the time the decisions were taken.

The minutes of the General Assembly will be prepared by the three Secretaries and communicated to each Member within 3 weeks of the first meeting of the Executive Board following the General Assembly. After ratification by the next General Assembly, they will be signed by the President.

IV. COUNCIL AND GENERAL SECRETARIAT OF AITA/IATA asbl

Article 13.

The Council of AITA/IATA asbl consists of two chambers: the Executive Board and the Board of Representatives.

Article 14.

a. Executive Board

The Executive Board, elected by the AITA/IATA asbl General Assembly, is composed of The President and Officers as described below:

i. The President

the President of the Association, elected two years ahead of taking office and who will serve for a single term of four years (See Article 14 c).

Following his/her election as President Elect and before commencing his/her term of office as President, he/she has the right to attend all meetings of the Association.

ii. Officers

Officers specifically elected by the General Assembly for a period of four years for the following functions:

- a Vice-President, who has delegated authority from the President when necessary;
- a Treasurer;
- three Secretaries, English-speaking, French-speaking, and Spanish-speaking;
- a Co-ordinator for the Standing Committee for Children and Youth.

Candidates for all these functions require authorisation from their own National Centre or an Affiliate Member in their country (see Article 5b), and support from at least two other Members (see Article 5a + 5b).

Only individuals involved in the amateur theatre of their own country are eligible.

c. The mandate of the President of the Association is not renewable consecutively. In exceptional circumstances, the General Assembly may extend the mandate of the President by a maximum of two years up to the next General Assembly. This decision requires a two-thirds majority of those Members present or represented.

d. At every General Assembly half the officers of the Executive Board as specified in Article

14 a ii must stand down. They are available for re-election for one consecutive four year term only. An individual who has served two consecutive terms as an officer of the Executive Board is eligible for election as President.

e. An elected individual may only have their mandate removed on grounds of serious misconduct. Any dismissal requires a 2/3 majority of the Members present or represented at the General Assembly. The Council can take preliminary measures by removing the responsibilities of this individual. Any such measures require a 2/3 majority of Council Members, awaiting confirmation by the next General Assembly.

f. No nation may have more than one elected individual on the Executive Board.

Article 15.

The Executive Board will carry the mandate of the AITA/IATA asbl General Assembly and Council to implement all adopted decisions. Further, it will prepare policy and programme proposals for approval by the plenary session of the Council.

It will meet no less than twice a year.

Article 16.

If a seat on the Executive Board becomes vacant, the Council may make a temporary replacement - without voting rights, which will be valid until the next General Assembly.

Article 17.

The Board of Representatives is composed of: one Representative, democratically elected by each AITA/IATA asbl Region, for a term of four years. Representatives are available for re-election for one consecutive term only. The Representatives of the Regions will take office in Council following ratification of their election by the next AITA/IATA asbl General Assembly.

If a Regional Representative is not present or represented at two consecutive plenary sessions the Regional Committee may be required by Council to elect another Representative to fill the vacancy without voting rights. This Representative will take office in Council subject to ratification by the following AITA/IATA asbl General Assembly.

Article 18.

The plenary session of the Executive Board and the Board of Representatives constitutes the Council of the Association.

The Council is convened no less than twice between AITA/IATA asbl General Assemblies, for the purpose of:

- a. - approving the report of the Executive Board for the past period;
- b. - deciding on proposals coming from the Executive Board;
- c. - deciding on proposals coming from the Regions;
- d. - discussing questions of general policy concerning the Association as a whole;
- e. - deciding on the Standing Orders of the AITA/IATA asbl General Assembly;
- f. - drafting changes to the Constitution and Bye Laws of AITA/IATA asbl.

For Council recommendations and decisions to be valid they require the voting presence of at least 2/3 of the Regional Representatives, and at least 2/3 of the Executive Board.

In the event of a Regional Representative being unable to attend a Council meeting a proxy may be given to another member of the Council or he/she can ask the Regional President to represent him/her with voting rights at the meeting.

In between two formal meetings, the President may consult the Council Members by electronic mail and/or fax messages in order to pass an urgent decision. In addition, should a minimum of 50% of Council Members require a decision on an urgent matter, to be communicated to the President in writing (E-mail or fax is acceptable), this consultation will take place within 15 days. To be valid the decisions require the same quorum and qualified majority as in formal meetings. Any such decision will be incorporated in the minutes of the following Council meeting.

Article 19.

The Council will nominate an independent Auditor, to be confirmed by the AITA/IATA asbl General Assembly. The Council can invite the Auditor to attend plenary sessions of the Council without voting rights.

Article 20.

If necessary the Council will appoint a Secretary General. He/she will attend meetings of the Executive Board, as well as plenary sessions of the Council, without voting rights.

The Secretary General will be responsible to the Executive Board for the implementation of international policies and decisions as adopted by the General Assembly of AITA/IATA asbl.

Article 21.

The Council may grant provisional admission to new Members, which must, however, be ratified by the next General Assembly, as provided for in Article 8 e.

The Council can nominate - with a majority of 2/3 of the present or represented Council Members - one or more co-ordinators to carry precise duties. These co-ordinator(s) can be called by the President to participate in an advisory capacity to Executive Board meetings and/or Council plenary sessions. All nominations can be withdrawn by Council with a majority of 2/3 of the present or represented Council Members or by the dismissal of the person involved.

V. REGIONAL COMMITTEES / CONTINENTAL SERVICE CENTRES.

Article 22.

Members of AITA/IATA asbl belonging to one particular geographic entity or a common culture will be grouped into Regional Committees. The General Assembly of AITA/IATA asbl must decide upon the necessity for these committees and their composition. Regional Committees shall aim at studying, in accordance with the aims of AITA/IATA asbl, particular problems of their regions and cultures and ensure the realisation of decisions taken by the Association.

Regional Committees will make their own articles to which the AITA/IATA asbl General Assembly should give approval. The Council will ensure that none of the activities of Regional Committees can endanger the international unity of the Association.

Article 23.

Each of the Regional Committees elects, in accordance with Article 17, a Representative to the Council.

Article 24.

AITA/IATA asbl will, wherever possible, establish on each continent, upon the request of the Regional Committees, a Continental Service Centre (**CSC**), which in no way affects the autonomy or the responsibilities of the existing Regional Committees. Each Centre will be supervised by a Steering Committee composed of the Presidents (or their representatives) of the established Regional Committees within the Continent, the President and/or the Secretary General (if appointed) of AITA/IATA asbl and the Director of the Centre.

The rotating Presidency of the Steering Committee will be renewable every two years and taken up by one of the Regional Presidents (or their representatives).

The Steering Committee of the Centre will meet at least once every year to discuss and approve the work and the programme of the Centre.

VI. ASSOCIATES

Article 25.

Any organisation, federation, festival or similar body, or any individual pursuing amateur theatre activity, wanting to establish operational relations with AITA/IATA asbl, can apply to be granted the status of AITA/IATA asbl Associate outside national representation. An AITA/IATA asbl Associate should inform the National Centre of its own country (where a National Centre is in existence), of its involvement in an official event of AITA/IATA asbl. Associates are accepted by the Council of AITA/IATA asbl following the payment of an annual fee and after consultation with the Regional Committee (where in existence).

AITA/IATA asbl Associates do not have voting rights.

VII. COMMITTEES AND SUB-COMMITTEES

Article 26.

AITA/IATA asbl Council can create, at any time, one or more Standing Committees or Sub-Committees, possibly chaired by a Co-ordinator. Council can terminate the creation of any Standing Committee or Sub-Committee at any time.

If Council decides to create a Standing Committee for Children and Youth, this Committee will be chaired by the Co-ordinator for Children and Youth, elected Officer of the Board (as defined in Art.14a ii and Art.14d of the AITA/IATA asbl Bylaws).

Article 27.

An appointed member of any Standing Committee or Sub-Committee, who is appointed by AITA/IATA asbl Council, stands for a 4-year term. An appointed member of any Standing Committee or Sub-Committee of AITA/IATA asbl may be re-appointed by Council for one further 4-year term. Council can terminate the appointment of any appointed member of any Standing Committee or Sub-Committee at any time.

Any candidate for a Committee or Sub-Committee of AITA/IATA asbl must have the support of their National Centre, if existing, before appointment.

VIII. RESOURCES.

Article 28.

The funds of the Association may consist of Membership Subscriptions and Associates' Fees, as fixed at the General Assembly and by other sponsorship, contributions, gifts or subsidies.

Article 29.

Membership Subscriptions and Associate Fees must be paid before **March 31st** of the relevant year. Non-payment in due time will entail cancellation of the Member's voting rights and access to the activities of AITA/IATA asbl.

In exceptional circumstances, the Council will consider a partial exemption of fees to certain Members.

Article 30.

The Council may proceed to the expulsion of Members or Associates for the following reasons:

- a.** failure to pay the subscription or fee, entailing expulsion one full year after the first date on which the said subscription or fee is payable. In such cases, expulsion of Members or Associates does not require ratification by the General Assembly, as it only constitutes an administrative measure.
- b.** in cases of serious offences against the discipline of the Association, or acts liable to be detrimental to its good name, proper functioning or vital interests.

In cases concerning a National Centre, the procedure will be as follows:

- it will be invited by the Council to settle the matter itself.
- where there is no conciliation possible, the Council may proceed with the expulsion.

Appeals against expulsion under sub-paragraph b., may be brought to the General Assembly (restricted to Members).

IX. DISSOLUTION.

Article 31.

Dissolution of the Association can only be declared by an Extraordinary General Assembly, specially convened for the purpose and comprising 2/3 of the Members. This decision may only be taken by a majority representing 3/4 of the votes.

If the number of delegates present is less than the required two-thirds, a new Extraordinary General Assembly must be convened within three months, and the decisions at this Assembly will be taken on the basis of an absolute majority, regardless of the number of delegates present or represented.

Article 32.

In the case of dissolution, the General Assembly shall decide upon the disposal of funds of the Association.

X. INTERPRETATION AND MODIFICATIONS OF BYE LAWS.**Article 33.**

The interpretation of the present Bye Laws of AITA/IATA asbl is the responsibility of the Council. Cases not covered by the Bye Laws will be decided by the Council and submitted for ratification by the next General Assembly.

Article 34.

These Bye Laws may be modified only by the General Assembly, by the majority of 2/3 of the voting power present or represented. The text of any proposed modification must be submitted to all Members at least two months in advance of this Assembly.

Article 35.

These Bye Laws will come into force as from August 2009.

This is a comprehensive text based on the original constitution of the “de facto” association “International Amateur Theatre Association AITA/IATA” of 1969 – Monaco, and taking into account the amendments adopted in the following General Assemblies: 1975 (Oklahoma City), 1977 (Monaco), 1979 (Blagoevgrad), 1991 (Halden), 1993 (Monaco), 1995 (Ankara), 2001 (Monaco), 2003 (Halifax), Monaco 2005, Masan 2007 and Monaco 2009.

Furthermore, it takes into account decisions of the General Assembly of AITA/IATA in Halifax, July 2003 voting on the foundation of AITA/IATA asbl, legal body, rue de Flandre 46, Brussels, Belgium, and on the adoption of the constitution of the “de facto” association “International Amateur Theatre Association AITA/IATA” as being the Bye Laws of the AITA/IATA asbl.

STANDING ORDERS OF THE GENERAL ASSEMBLY

1. NOTIFICATION OF THE GENERAL ASSEMBLY

- 1.1 Preliminary notification should be sent about six (6) months ahead.
- 1.2 Two (2) months ahead is the deadline for the official notification including the agenda. (See Art. 10 of the Bylaws)
- 1.3 The official notification shall include:
 - a) Date, place and time of meetings.
 - b) Standing Orders.
 - c) Deadline for proposals to the General Assembly.
 - d) Names of and statement from the individuals nominated for election to the Executive Board.
 - e) Working plan for the next period.
 - f) Registration form for naming official or proxy delegates.

2. MEMBERSHIP OF THE GENERAL ASSEMBLY

- 2.1 The General Assembly is composed of all Full and Affiliate Members present or represented. It has power of final decision. AITA/IATA asbl Associate Members may attend and speak, but have no voting rights. (Art. 6 of the Bylaws)
- 2.2 **Voting Rights:**
Full Members (6 votes) and Affiliate Members (2 votes) will have full voting rights provided that they have paid their membership fee before the deadline, 31 March. (See Art. 28 of the Bylaws)
- 2.3 **Voting by Proxy:**
Those members who are prevented from attending a General Assembly may arrange to delegate their voting rights to another member. This delegation must be signed by the Chairman of the body represented. No member can carry more than one such delegation of authority. (Art. 11 of the Bylaws)
Members of the Executive Board may not accept proxy duties from any member of the Association. (Art. 11 of the Bylaws. Effective post Congress 1995).
See Note end of Page 18.
- 2.4 **Voting Procedures:**
All delegates shall register with the Secretariat before the commencement of the business of the General Assembly. On registration, paid-up members shall be issued with voting papers. Members holding proxy votes must also register at this time.

3. CHAIRING THE GENERAL ASSEMBLY

- 3.1 The President opens the General Assembly and proposes, on behalf of the Council, a Chairperson in accordance with Articles 6b+8c of the Bylaws.
- 3.2 Following ratification, the presiding Chairperson takes immediate responsibility for chairing the meeting.
- 3.3 The Chairperson declares the Assembly's legitimacy, thereby allowing decisions and on behalf of Council, proposes a Tellers Committee and eventually other appointments, when necessary. The Tellers Committee gather and count ballots.

- 3.4 Regarding the accuracy of translation, Chairperson must enquire at regular intervals if further clarification is necessary.
- 3.5 The Chairperson shall secure that every member obtains a fair hearing. He/She shall decide questions of order that may arise and the regularity of all proposals or amendments submitted.
- 3.6 The Chairperson must remain neutral in all discussions. Failure to comply with this, means, that he/she must vacate the Chair. In this case the President takes over and asks for a vote to clear the situation, which requires a two-thirds majority of the given votes.
If the vote is carried, the President then asks for new candidates for Chairperson. He/She can also take over the Chair, if the Assembly is in agreement (Simple majority).
- 3.7. Following his/her ratification as independent Chairperson the Chair will invite members of the General Assembly to submit questions for electoral candidates. (See Art.4.1. of the Standing Orders of the General Assembly)

4. ELECTIONS

- 4.1 Questions from the General Assembly to electoral candidates must be presented in writing in advance to the independent Chair immediately following his/her election to the Chair. Or questions can be presented directly from the floor to the candidates following his/her spoken statement of intent. Candidates are under no obligation to answer any questions posed. The independent Chair will ensure that each candidate receives an equal allocation of time.
- 4.2 A secret ballot is required at elections of the Executive Board.
- 4.3 The Chairperson will call each national delegation by name to cast their vote in turn into a closed box.
- 4.4 The result is given to the Chairperson, who announces the outcome, including the number of votes given to the candidate/s.
- 4.5 To be a member of the Board of Representatives, each Regional Representative shall be elected by his/her Regional Assembly. The Chairperson must receive an official statement, signed by two members of the Regional Board, to be attached to the Official Minutes of the AITA/IATA asbl General Assembly. (See Art. 17 of the Bylaws)

5. PROPOSALS/AMENDMENTS

- 5.1 The announced deadline for receipt of proposals to the General Assembly must be adhered to. There will be no voting on proposals not meeting this requirement.
- 5.2 Amendments shall be proposed and cannot be withdrawn without the consent of the Assembly and the proposer.
- 5.3 Whenever an amendment to an original proposal has been proposed, the text of this amendment must be drafted in writing in all three official languages and the Chairperson must ensure that it is understood by every member of the Assembly.
- 5.4 No second or subsequent amendment shall be proposed until the first amendment shall have been disposed of.

GENERAL

- 6.1 Members shall stand and identify themselves and their National Centres when speaking and addressing the Chair.
- 6.2 Members elected to the Board of Representatives may carry the mandate of their Regional Assemblies to present their Regional views to the General Assembly on any item of the Agenda. (Art. 11 of the Bylaws) However, Regions of AITA/IATA asbl are not eligible to vote.
- 6.3 In order to avoid misunderstanding at General Assembly, it is essential that translation is accurate and that translators know the subject, i.e drama/theatre.

NOTE: Voting by Proxy: Present members of the Council may not accept duties from any member of the Association.

Agenda of the 30th General Assembly

1. Official opening of the 30th General Assembly
2. Introduction and welcome from the World President of AITA/IATA asbl
3. Election of the chair of the 30th World General Assembly Vote of G.A.
4. Nomination of tellers committee (3 people) Vote of G.A.
5. Standing Orders of the General Assembly.
6. Roll call of Members present and confirmation of voting rights
7. Ratification of new Members 2009 - 2011 Vote of G.A.
8. Call for written questions to candidates for election to the Executive Board
9. Nomination of drafting committee (3 people) Vote of G.A.
10. Approval of the minutes of the 29th General Assembly Vote of G.A.
11. Presentation of representatives of International Theatre
- a) Organisations in relation with AITA/IATA asbl
12. Council activity reports for 2009 – 2011
- a) Council
- b) Standing Committee for Children and Youth
13. Approval of the activity reports Vote of G.A.
14. Reports of Regional Committees and Service Centres
- a) General activity
- b) Adoption of new Regional constitutions Vote of G.A.
- c) Adoption of changes to the Regional constitutions Vote of G.A.
15. Treasurer's Report and Auditor's Report on accounts 2009 – 2010 Vote of G.A.
- a) Solidarity fund
- b) Culture and Education fund
16. Valedictory statement of the retiring President
17. Preparation of the elections
- Statements of Intent from Candidates for the Executive Board
- English Speaking Secretary Anne Gilmour
- Vice-President Roger Ellis
18. Elections Vote of G.A.
19. Announcements of Regional Representatives elected to Council
- Ratification of G.A.

The General Assembly adjourns to allow retiring Executive Board and Council members to leave the panel and to be replaced by the newly elected members. The General Assembly resumes with the new Executive Board and Council

20. Vision statement and working plan of the new President
21. Membership and fees for 2011 – 2012 Vote of G.A.
22. AITA/IATA's Associates subscription rate 2011 – 2012 Vote of G.A.
23. Budget for 2011 – 2012 Vote of G.A.
24. Proposals submitted for consideration by the General Assembly Vote of G.A.
25. The 31st AITA/IATA asbl World Congress and General Assembly 2013 Vote of G.A.
26. Call for preliminary proposals to host the Congress in 2015
27. World Festival of Children's Theatre, Australia 2012
28. Closing of the 30th General Assembly of AITA/IATA asbl

CALL FOR NOMINATIONS

Elections to take place at the 30th General Assembly in Tromsø, Norway 2011

The General Assembly of 2011 in Tromsø will proceed to the renewal of the Executive Board.

According to the articles of the Constitution and the Bylaws of the Association the following posts are submitted for election at the 2011 General Assembly in Tromsø:

Vice-President
English Speaking Secretary

In accordance with the Bylaws of the Association, the only candidate available to renew her mandate is English Speaking Secretary Anne Gilmour who has expressed her wish to continue and has written to the President to declare her intention to stand for re-election.

Only those members having voting rights can nominate or support candidates. Members with voting rights are either National Centres or Affiliate Members, who have paid their membership fees or have solicited a waiver from the Solidarity Fund and acted in accordance with the recommendations of the Solidarity Fund Board.

The 2011 General Assembly will therefore be called upon to elect a Vice-President and English Speaking Secretary.

Candidates believing that they can fulfil any of these roles are called upon to announce their intention to stand for election. At this time candidates need only declare their intentions to stand for election. Following approval of candidates by Council at its meeting at the end of October 2010, approved candidates must comply with the precise terms and procedures of the timetable attached to this notification.

Please, send your letter of intention to the Secretariat by **October 27th 2010.**

In the hope that the 2011 General Assembly will elect individuals to maintain an Executive Board ready to serve the Association and to facilitate its development throughout the five continents.

Yours sincerely,

Paddy O'Dwyer - President

Renewal of the Executive Board (E.B.) of AITA/IATA

Duration of mandates: the following posts are submitted for election at the 2011 General Assembly in Tromsø, Norway:

Vice-President English Speaking Secretary

The persons elected in Tromsø in 2011 will serve for **4 years** as specified in the Constitution (article 14b).

Vice-President: Whose function is to deputise for the President whenever the President is unavailable, working in close collaboration with the President at all times. The Vice-President could be called upon to replace the President on a more permanent basis, should the President for any reason be unable to continue his role, this would require a decision of the Council, according to Art.16.

English Speaking Secretary: Responsible for the drawing up of all the official documents of the Association in the English language (for example: working documents, voting processes and procedures for the General Assembly and Executive Board and Council meeting records). The English Speaking Secretary will work in direct collaboration with his/her French and Spanish speaking colleagues, the President, the Vice-President and with the Administrator in order to avoid the problems caused by incorrect translations.

ELECTORAL PROCESS AND TIMETABLE

General Assembly 2011 in Tromsø

Vice-President and English-Speaking Secretary

In order to prepare the elections with greatest transparency in time for the General Assembly of 2010, the Executive Board will proceed according to the following timetable:

- **23rd August 2010:** The candidate for renewal of her mandate (English Speaking Secretary) will announce her intention re: seeking renewal of her mandate.

- **27th September 2010:** The corresponding appeals for candidacy will be sent to all members with voting rights (i.e. National Centres and Affiliate Members). Any person associated with one of these members can announce his/her candidacy. This is an individual decision and obligates only the candidate. One person can only be candidate for a single post: Vice-President or English-Speaking Secretary
 In order to be definitely valid as a candidate, there have to be nominations according to Article no. 14 of the Bylaws (see Call for Candidacy). It is recommended to all candidates to send their applications by fax or e-mail to avoid any postal delays. The General Secretariat in Tallinn will acknowledge receipt by return message.

- **27th October 2010:** Deadline for the General Secretariat of AITA/IATA asbl in Tallinn to receive individual applications.

- **15th December 2010:** The complete list of individual candidates is sent to members with voting rights, who are accepted by the Executive Board of AITA/IATA asbl as having membership rights for 2010¹, accompanied by the forms which permit them to support the candidates of their choice. In order for a candidacy to be valid a candidate has to be nominated by at least two Members. In addition, the National Centre where a candidate resides will receive a form permitting them to authorise the candidacy of their national candidate (each country can only have one elected member at the Executive Board but can endorse the candidacy of several candidates to the various posts). Candidates who are not authorised by their own National Centre or are nominated by a National Centre whose membership rights for 2010 are not accepted by the Executive Board will be invalidated by the Executive Board.

- **7th February 2011:** Deadline for the General Secretariat of AITA/IATA asbl in Tallinn to receive authorisation and/or nomination forms.

- **February/March 2011:** During its spring meeting the Executive Board will examine the validity of the candidacies and will establish the list of candidates which will be delivered to all members with the documents of the General Assembly at least two months prior the meeting of the G. A. in Tromsø, Norway. In the event of any communication problems, the Executive Board will be able to announce a delay for the receipt of the endorsed documents.

¹ *i.e. members whose fees are fully paid up in 2010 or who have been granted a waiver and have acted accordingly. If in doubt about status and eligibility please consult the General Secretariat in Tallinn.*

- **16th May 2011:** Deadline for sending out the statutory documents (convocation, statutory reports and list of candidates) to the members attending the General Assembly from 17th to 18th of July 2011 in Tromsø, Norway.

Candidatures received by 27th October, 2010 are as follows:

For the post of English Speaking Secretary
Anne Gilmour Great Britain

For the post of Vice-President
Roger Ellis U.S.A.

Nelko Nelkovski, FYRO Macedonia has withdrawn his candidacy
Rob Van Genechten, Belgium has withdrawn his candidacy

English Speaking Secretary

Statement of Intent by Anne Gilmour

DEAR AITA/IATA ASBL FRIENDS

In 2007 I put myself forward for election to the post of English Speaking Secretary in Masan, Changwan. I said that I understood the need for the clear and unambiguous use of the English language as a way to communicate the work of AITA/IATA asbl and that I wanted to help make that happen.

Over the past four years, I have tried hard to put that into practice and I have helped the Board and the Council to disseminate information and knowledge about the important artistic and educational work of AITA/IATA asbl. I played a part in helping to bring the new and greatly improved AITA/IATA asbl website on line and I assisted Jacques Lemaire and Guillermo Rodoni, the French and Spanish Speaking Secretaries, to set up the regular and short communication newsletter - In Brief. Both of these have been well received and are important communication routes for AITA/IATA asbl. The web site in particular has become a valuable tool for the dissemination of information about festivals and events. But we have a long way to go before all AITA/IATA asbl Members, Affiliates and Associates not only seek it out as a source of information but also, most importantly, contribute regular information to it. I hope in the next four years to find ways to encourage far more two-way exchange of information.

I also have grown in my knowledge and understanding of international theatre and the challenges and rewards it can bring. But we have entered a time when many people will encounter financial hardship and sadly the arts are an all too easy target for cuts. But I have seen the incredibly positive influence that the arts and theatre in particular can have especially on young people. I know that a small amount of money can effect a large change and I know I want to communicate loudly and strongly and clearly, the huge benefits of theatre and the work of AITA/IATA to all.

Finally I want to thank all those wonderful people who have welcomed me and worked with me over the past four years. I have been touched and warmed by the generous friendships, the support and the free exchange of knowledge and experience, which I want to try and repay in some way.

I hope that you feel able to support me for another four years.

Anne Gilmour

English Speaking Secretary

Vice-president

Statement of Intent by Roger Ellis

I'm very pleased to announce my candidature for the position of Vice-President. I've attended AITA/IATA festivals since the 1990s, and I've been involved with amateur theatre in the United States and internationally since 1963. I have much experience as an actor, director and producer in educational and municipal theatre, and I've also worked occasionally in professional theatres, film and television. I've served AITA/IATA as a NARA delegate at Congresses for more than a decade, and as Coordinator of the Artistic Development Committee for two years. Many in our organization know me as the editor of our North American newsletter, *IDEACTION*. I've also led performance workshops at our festivals in the Caribbean, in Europe, and in Canada. Currently I work as a university professor at one of the large state universities in Michigan, USA.

As Vice-President of our world organization, my main goal would be to help sustain the progress that AITA/IATA has made in the past five years. I especially want to help develop new artistic projects for our organization, and also build our financial resources to guarantee cultural diversity and greater cultural inclusion in our management, festival planning, and other AIT/IATA activities.

I'm happy to assist with any of the Council's short term or long-term projects, and to support our new President with all of her initiatives. I'm available for the routinely-scheduled Council meetings each year that manage our worldwide organization, and I'd be proud to represent AITA/IATA in any public context.

As Vice-President, I'd especially like to help promote more artistic discussion among our members. For example, could we develop an arts newsletter that would feature troupes and publicize highlights from our world regions and national centers? I feel that while we've achieved good success with our festivals, AITA/IATA is more than just festivals: can we develop partnerships with other organizations for artistic conferences? can we develop special workshops and other activities within different world regions? Numerous other international festivals and organizations are doing this, in Avignon, Sydney, Argentina, Athens and elsewhere. And we in AITA/IATA are certainly well-equipped to do so as well.

In short, I feel that we need to pay more attention to the cultural diversity of our organization's management structure, and to the artistic uniqueness of our members' activities. And if I'm elected I'll do all I can to advance these areas within our association.

Dr. Roger Ellis

Vision Statement and Working Plan of the new President

2011-2015

Introduction

I am honoured and privileged to be in the position where I take on the elected role of the President during the Congress in Norway. I am especially comfortable that my new position begins in the Scandinavian family. I am very much at home here in Tromsø. Of course, I know I am also among my friends in theatre from all over the world.

Through my work as executive director of Amateur Theatre Association in Finland I have been associated with AITA/IATA since the beginning of 1990 when I was a representative for NAR – Nordiskt Amatörteateråd (Nordic Amateur Theatre Council) - later NEATA - North-European Amateur Theatre Alliance. Also I have been very actively and directly involved in the work since 2003, first as Vice-President and more recently as President-elect. During my time on the Council, I have served with Presidents Leo Tromp and Paddy O'Dwyer, and with each member of the current Council. This is very important for me in my role as President because I am very aware of the expertise and commitment of each member of the Council and also I consider myself fortunate to have the support of such a good Council. I know we will work well together for the good of the organisation. I have a great expectation that my Presidency will be collaborative and co-operative in support of this great organisation.

Dear friends, it is my duty to inform you of my priorities, vision and working plan for the next four years, especially up to 2013.

Vision – Council, Regions and National Centres

In order to be a really worldwide organisation for the amateur theatre movement we need operational activities from all of us – I hope you can agree with me that AITA/IATA is only as good as its members can make it!

I know that the Executive Board and Council will be effective in their efforts to produce the desired results. The Regional Committees also have a vital role in order to help intensify our cooperation and to get more members into our Association.

The role of Councillor will be sharpened: the contact between the Councillor, his or her Region, and AITA/IATA is crucial. It is not only a role of representation but each Councillor has a real responsibility to spread information and to recruit new members. **One of the first tasks will be to plan the continuous strategy of how we recruit new members.** I hope we will get assistance in this work from AITA/IATA ambassadors, which we will propose are nominated from time to time.

Also, we must **sharpen the roles of Regional committees** – there has to be a live connection from the AITA/IATA Secretariat to the Regional secretariats around the world. Communication is always in the spotlight: perhaps some members of the Board of Regional Committees could regularly use the website (see proposal of an online network below) just to exchange news and information. I would also like to encourage Regional Committees to keep alive regular contact to the National Centres in their respective Regions and for the National Centres to keep contact with their Associates in their own countries. More than offices we need people; we need people who are willing to keep in contact with modern aims and enthusiasms, who will talk to people and who will share the information and the enthusiasm.

We have a wonderful brand and a positive ethos and we are proud of AITA/IATA, which involves people of all ages and which is manifested in our new website.

Our organisation should be represented on all continents. Let us try to capitalise on this brand and make it more visible.

Working Plan – Council and National Centres

- A strategy will be developed and begin to be implemented by end 2011/early 2012 towards improving communication between Regional Representatives, Regional Committees and National Centres. These plans will have targets and time schedules and will also include strategies towards recruiting new members, affiliates and Associates. This strategy statement will be produced by early 2012
- I will ensure that Executive Board meetings and Council meetings will rotate between Regions during my Presidency
- As President, I will make myself and/or other officers of the Council available to Regions, especially where my/our presence will help Regional or National activities to be presented to high officials in culture or education authorities

Vision - Communication

The previous Council began the process of what is called a SWOT analysis, a tool to look at the strengths, possibilities and weaknesses of the Association and also the threats to the organisation, to see our situation as it is now. Of course, the focus in our working agenda will be on dealing with the weaknesses and the threats in order to make things better. I look on those weaknesses and on those threats, as challenges! Together-ness is now so important and if together we make a commitment to solve these problems we will succeed. I believe that if there is a mutual will or SISU – the Finnish special word for courage or stamina or perseverance - there is a way! In the analysis by Council, it was still seen that our mission is to promote understanding and education through theatre. But Council also said that it is possible to broaden our mission. Theatre is a social art form, which brings people together and gives us a better quality of life. Therefore I would like to add welfare of the people to our mission because our movement gives us the tools to analyse life and it involves people of all ages and backgrounds: it is inclusive, not elitist.

I believe that this development must be underpinned by good communication.

The new Vice-president will be given the challenge of assisting the President in communication and networking.

AITA/IATA will use modern technology to improve networking – to exchange views and ideas.

The creation of a section of the website will offer a platform of exchange between members who have paid their fees, Councils and EB members. This private space will be built as an online network accessible with a password and a membership number validated annually. It is important that the members who contribute effectively to finance the organisation will receive privileged information. Associates paying their annual subscription will have access to information about the activities in a similar way. The public access webpage will be oriented to be an effective tool for public relations.

Communication –Working Plan

- The website will be enhanced; firstly, with the provision of a discussion forum for members by the end 2011 or sooner if possible. **Artistic development will be the major focus of the discussion** – to help us towards achieving higher artistic levels in making theatre. Our

Association will offer the possibility to ask practical and philosophical questions. It is still open as to who will be the professionals and experienced amateurs who will lead the discussions and reflections

- With the help of Regional committees, we will publish **a list of workshop leaders** – for the theatre groups to evaluate and choose from. Contacts should be made between the groups and workshop leaders directly.
- We will have **an online course for theatre producers** on the internet. The target is that the pilot course will be held in spring 2012. Later we wish to translate it into all official languages.
- We will search for suitable partners to do some **research work** in the field of AITA/IATA, perhaps to start with basic statistics.
- The Council will investigate the possibility of selecting a co-ordinator with the appropriate technological expertise for internet communication and development to assist us in this regard, particularly with reference to the possibilities of the social media (building upon the models of current social networks and other innovations).

Vision - Means

The world around us is developing at an accelerating tempo and this too has implications for AITA/IATA. As a small organisation, we are more easily influenced and shaken by the impact of fast-paced change. The amount of money allocated to cultural activities is usually one of the first ones to be cut by governments and other central bodies when countries are in the midst of tough times. Also, the privileged position in which we in AITA/IATA have been for many years - of having extra solidarity support from Nordic countries - is changing and we are more and more on our own, depending on our own resources.

One of my first task as a new President is to understand fully the basics of our economic situation even when we are talking about very small amounts of money. The good news is that the balance sheet is strong, all the assets are liquid and we have no debts. Profit and loss are in balance. One of the main reasons for this was the quick response to cut our secretarial services by 50% when we lost some of the extra grants. But, we can continue to use our Solidarity Fund and Culture and Education Fund for our members' benefit even though not as generously as before.

But now we are in a “back against the wall” situation for the future because our financial stability is based mainly on the payment of membership fees. It is vitally important that all members understand their obligation in this matter. All members have to carry this responsibility and we all have to do our utmost to increase the number of members.

Working Plan – Finance/Secretariat

- The HDI system of fees will be reviewed
- The financial arrangements and other aspects of the Secretariat will be reviewed in September 2011
- Proposals regarding membership and other fees will be presented to Congress and General Assembly in Monaco, 2013
- The Cultural and Education fund will be restructured to ensure spending of €3000 each year to 2013

- The nature and application of the Solidarity Fund will be revisited by the end of 2011
- The Solidarity Fund will be reinstated in a more meaningful way – also keeping mind that financing this Fund is based on the Norwegian grant.
- Outside subsidies will be sought for projects (for example in relation to translation into the three official languages)

Our financial situation and our development at a time where new technologies open up a world of opportunities for us, immediately challenges us to renew our thinking. We have already made some adjustments to the functioning of the secretariat but we must consider how to ***rearrange our secretarial services more efficiently. We need to make the relationship between the Secretariat and members more pro-active: to make it faster in action and more responsive to the demands of today's world.***

In conclusion colleagues, I also bring to your attention the document on Artistic development contained in your Congress documents which I hope will assist in our deliberations following our business meeting. This incorporates my thinking in this area of importance. Artistic development is the essential content in our movement and the main reason for me to stand here. While I have outlined my vision and work priorities, it will be necessary for me to continue to direct the day-to-day priorities of the organisation such as preparation for the next Congress (2013); continued liaison with other international bodies of common interest; and to respond to new challenges that will undoubtedly arise over time.

Finally colleagues, I have set myself the tasks of careful listening of meeting you during this Congress and Festival. Please approach me directly with your ideas and advice: your views and proposals to me will be welcome and will receive careful attention.

I look forward to the outcome of our deliberations on the important topics at Congress and to the results and the ideas that emerge from these discussions.

I wish to express my deepest gratitude to the President, Mr. Paddy O'Dwyer, for allowing me to work so closely with him and to the Council for giving me all their educational advice and support to prepare me for the future challenges. Of course, I would also like to thank our Administrator, Ene Jurna for her understanding in a changed work situation and for her good work in preparation for this Congress.

With confidence I will continue to work for the good of our organisation, AITA/IATA.

With you all by my side and with your support I will work with diligence and commitment.

Thank you,



Merja Laaksovirta

Helsinki, 5.4.2011

Assemblée Générale AITA/IATA asbl: Formulaire de nomination officielle des délégués
AITA/IATA asbl General Assembly: Delegates official nomination form
Asamblea General de AITA/IATA asbl: Formulario oficial para la designación de delegados

Chaque Centre National ou Membre Affilié peut désigner des délégués à la 30^e Assemblée Générale de l'AITA/IATA asbl. Quelque soit le nombre de délégués, chaque délégation d'un Centre National, à jour de ses cotisations de membre, recevra 6 votes et chaque délégation de Membre Affilié, à jour des ses cotisations de membre, recevra 2 votes. La liste des délégués officiels habilités à voter figure ci-dessous et est validée par la signature du Président ou du Secrétaire général ou du Trésorier. Le nom du délégué habilité à recevoir les bulletins de vote est souligné.

Each National Centre or Affiliate Member can nominate delegates to the 30th General Assembly of AITA/IATA asbl. Whatever the number of delegates, each delegation of a National Centre that has paid its membership fees, will carry 6 votes and each delegation of an Affiliate Member, in order with its membership fees, will carry 2 votes. Please list the official vote carrying delegates below and validate this by the signature of the President or Secretary General or Treasurer. The name of the delegate entitled to receive the voting slips is underlined.

Cada Centro Nacional o Miembro Afiliado puede nombrar delegados a la 30^o Asamblea General de AITA/IATA asbl. Cualquiera sea el número de delegados, cada delegación de un Centro Nacional que se halle al día con los pagos de sus cuotas cuenta con 6 votos, mientras que cada delegación de un Miembro Afiliado que se halle al día con los pagos de sus cuotas posee 2 votos. A continuación enlistar los delegados oficiales, convalidándolos mediante la firma del Presidente o del Secretario General respectivo.

Délégué habilité à recevoir les bulletins de vote / delegate entitled to receive the voting slips / delegado autorizado a recibir las papeletas de voto

Liste des délégués / List of delegates / Listado de delegados

Certifié par/ Certified by / Certificado por

Fonction /Position/ Cargo

Signature / Firma

VOTING BY PROXY

To the President of AITA/IATA asbl

I am writing to you on behalf of _____

who are a National Centre/Affiliate Member (delete as appropriate) of AITA/IATA asbl.

I declare that we are fully paid up member of the AITA/IATA asbl and have paid our fee for 2010 and 2011 (or requested a waiver from the Treasurer).

As we are not able to attend at the 2011 AITA/IATA asbl World Congress and General Assembly in Tromsø, we would like to delegate our votes by proxy to:

National Centre/Affiliate Member ¹: _____

Signed: _____

Dated: _____

Position in Organisation: _____
(President/Secretary General/Treasurer)

Please either email this form to the AITA/IATA asbl Secretariat at secretariat@aitaiata.org or fax to: +372 6418 406 by **5th July 2011**.

¹ Please note that AITA/IATA asbl Council Members may not receive proxy votes. If you need assistance in selecting or contacting a National Centre or Affiliate Member who will be present in Tromsø, to carry your vote by proxy, please contact the Secretariat in Tallinn, Estonia.

Secretariat of AITA/IATA asbl:
Telephone: +372 6418 405
email: secretariat@aitaiata.org