



# **AITA/IATA asbl**

**32<sup>nd</sup> World Forum and General Assembly**

**Ypres & Westouter, Belgium 2015**

**Volume 1**

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# Programme of the 32<sup>nd</sup> AITA/IATA asbl World Forum and General Assembly

## 7 July 2015 – Morning, Novotel, Ypres (translation facilities all day)

- 08:30 Arrival of Delegates
- 09:00 Welcome from President Merja Laaksovirta
- 09:15 Keynote presentation by Gerrie Smits – how to make a network function - followed by Question and Answer session
- 11:00 Coffee break
- 11:30 Introduction to the Renewal of aita/iata by President Merja Laaksovirta
- 11:40 Presentation by Aled Rhys-Jones on the journey of the Renewal Working Group in preparation for the afternoon's discussion groups. Short Q & A to assist clarity of understanding.
- 13:00 Lunch and afternoon in **Nieuw Vleeshuis**
- 14:00 Breakout discussion groups
- 15:30 Coffee break
- 16:00 Continuation of breakout discussion groups
- 17:00 End of day 1

## 8 July 2015, Nieuw Vleeshuis (no translation)

- 09:30 Regional Committee Meetings
- 16:30 Meetings End

## 9 July 2015, Novotel (translation facilities all day)

- 08:30 Delegates collect voting slips for General Assembly from Villy Dall and Anne Gilmour
- 09:30 Welcome to delegates by President from Opendoek
- 09:45 Dirk de Corte gives feedback from the break-out groups
- 10:30 Coffee

### General Assembly

- 11:00 Welcome to delegates by President Merja Laaksovirta (see agenda below)
- 12:30 Lunch **Nieuw Vleeshuis**
- 13:30 General Assembly continues
- 14:30 Coffee break
- 15:00 General Assembly continues
- 17:00 General Assembly ends

## **Agenda of the 32<sup>nd</sup> AITA/IATA asbl General Assembly**

1. Official Opening of the 32<sup>nd</sup> General Assembly
2. Introduction and Welcome from the President of AITA/IATA asbl, Merja Laaksovirta
3. Election of the Presiding Chair of the 32<sup>nd</sup> General Assembly Vote of GA
4. Nomination of Tellers and Drafting Committees Vote of GA
5. Confirmation that the GA is quorate and notification of proxy/s
6. Ratification of New Members 2013 - 2015 Vote of GA
7. Call for written questions to Candidates for Election to the Executive Board
8. Approval of the Minutes of the 31<sup>st</sup> General Assembly Vote of GA
9. aita/iata Review 2013 – 2015 Vote of GA
  - a. President’s Review
  - b. Treasurer’s Review
10. Adoption of new constitutions of the Regions and or changes to Regional constitutions Vote of GA
11. Amendments to the Bye-laws of AITA/IATA asbl Vote of GA
12. Preparation for the Elections
  - a. Statements of Intent from the candidates for the Executive Board
 

|                            |                 |
|----------------------------|-----------------|
| Vice President             | Tim Jebsen      |
| English Speaking Secretary | Aled Rhys-Jones |
  - b. Elections Vote of GA
13. Regional Representatives elected to Council Ratification of GA  
*The General Assembly goes into recess to allow the 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.*
14. aita/iata working plan and vision statement 2015-2017
15. Budget for 2015 – 2017 Vote of GA
  - a. Election of account controller Vote of GA
  - b. Fees and Subscriptions 2016 – 2017 Vote of GA
16. Other proposals submitted for consideration by the General Assembly Vote of GA
17. Notification of host venue for 33<sup>rd</sup> World Forum and GA, 2017 (Monaco)
18. Call for preliminary proposal to host 2019 Forum and General Assembly
19. Announcement of the 13<sup>th</sup> World Festival of Children’s Theatre in 2016 in Stratford Ontario, Canada
20. Closing of the 32<sup>nd</sup> General Assembly of 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 Article 10 of the Bye-laws)
- 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 Bye-laws)
- 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 Bye-laws)
- 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 Bye-laws)

Members of the Executive Board may not accept proxy duties from any member of the Association. (Art. 11 of the Bye-laws. Effective post Congress 1995)<sup>1</sup>.
- 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 Bye-laws
- 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.

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<sup>1</sup> **NOTE: Voting by Proxy:** Present members of the Council may not accept duties from any member of the Association.

- 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 Bye-laws)

#### **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.

#### **6. 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 Bye-laws) 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, ie drama/theatre

*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 Constitution**

Valid from July 18<sup>th</sup> 2003

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 Aruban 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<sup>er</sup>, 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.

### **Chapter 1 - Name, Registered office, Objectives, Duration**

#### **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.

### **Chapter 2 - Members, Appointments, Resignations, Fees**

#### **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 cannot 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.

### **Chapter 3 - Administration, daily operations**

#### **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 cannot 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 Bye-laws 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 intervenes, 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.

## **Chapter 4 - General Assembly**

### **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 Bye-laws;
- 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 cannot 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 Bye-laws 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 Bye-laws require a majority of two thirds of the members present at that General Assembly of the Association.

## **Chapter 5 - Financial Year, Accounts and Balance**

### **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.

## **Chapter 6 - Dissolution, Liquidation**

### **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 Bye-laws of the Association, will be determined by Belgian Law, ruling non-profit organisations.

## **Chapter 7 - Language**

### **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**

**Modification of Articles 19 and 24 adopted by the  
General Assembly 2013, Monaco**

### **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 - d).

### **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.

- b.** 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 create a team composed of two account controllers in agreement with the rules applied in Belgian asbl associations and, when necessary, appoint an independent Auditor, in application of the law governing the asbl. These nominations will have to be ratified by the General assembly of AITA/IATA asbl.

The Council can invite the Auditor to attend plenary sessions of the Council without voting rights. Duration of the mandates of the controllers will be 4 years, renewable by half at each General Assembly (every two years). A draw for the first one to be replaced will take place after the vote in the 2013 General Assembly.

#### **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. In order to allow the access of this continental centre to specific subsidies, the General Assembly of AITA/IATA asbl may grant this continental centre the necessary legal status by declaring it as a wholly-owned subsidiary of AITA/IATA asbl or the relevant territory; allowing the continental centre to be covered by the registration of AITA/IATA asbl.

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 Article 14a ii and Article 14d of the AITA/IATA asbl Bye-laws).

### **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**

Each time that, in these Bye-laws or in the Constitution, a quorum or a qualified majority is expressed by a fraction (2/3 or 3/4) this has to be understood as a percentage ratio, even if the result is not a whole number of persons. At least 2/3 is equivalent to greater or equal to 66.66% (66.66%) and At least 3/4 is equivalent to greater or equal to 75% (75%). As example the attendance of at least 2/3 of the 8 regional representatives for a Council to take valid decisions requires the participation of 6 representatives, in person or by proxy (5 representatives being only 62.50% of the Board of Representatives).

### **Article 36**

These Bye-laws will come into force as from September 2013.

*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), 2005 Monaco, 2007 Masan, 2009 Monaco, 2011 Tromso, 2013 Monaco.*

*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.*

# Minutes of the 31<sup>st</sup> AITA/IATA asbl General Assembly

## 24 – 25 August 2013

**1. Official opening of the 31<sup>st</sup> Congress** – the 31<sup>st</sup> Congress of AITA/IATA asbl was officially opened by Monsieur Michel Roger, Minister of State of the Principality of Monaco and Mme La Baronne Elizabeth-Ann De Massy, President of the Honorary Committee of the Mondial du Théâtre. The five countries who had performed at all 15 editions of the Mondial du Théâtre were presented with a commemorative glass award – Belgium, France, Great Britain, Italy, USA.

**2. Introduction and welcome from the World President of AITA/IATA asbl** – President Merja Laaksovirta opened the General Assembly. She thanked Monaco for its generous hospitality and passed on greetings from India, The Netherlands and Hungary. Prof. Dr. Schneider, the Keynote speaker and Hon President of ASSITEJ gave a personal welcome on behalf of ASSITEJ and wished for a fruitful Congress. Merja Laaksovirta asked for the attention and commitment of all delegates to support the future development of AITA/IATA asbl.

**3. Election of the Presiding Chair of the 31<sup>st</sup> General Assembly** – Council proposed that Thomas Hauger be appointed the independent presiding chair.

**Unanimously approved**

Thomas Hauger noted that the convocation letter, sent on 11 April 2013, conformed to the Constitution and Bye-laws and so the General Assembly was legally constituted.

**4. Nomination of Tellers Committee (4 people)** - The Council proposed that the tellers committee be:

- Tim Jebsen, USA
- Kristian Hald Jensen, Denmark
- Janine Constantin Torreblanca, Switzerland
- Ali Lucky, Bangladesh

**Unanimously approved**

**5. Standing Orders of the General Assembly** – Thomas Hauger confirmed no changes were proposed to the Standing Orders published in the Congress Book.

**6. Roll Call of Members present and confirmation of voting rights** – Thomas Hauger noted the following countries were entitled to vote:

Austria – 6 votes; Bangladesh – 6 votes; Belgium – 6 votes; Czech Republic – 6 votes; Denmark – 6 votes; Estonia – 6 votes; Faroe Islands (Affiliate) – 2 votes; Finland – 6 votes; France – 6 votes; Germany – 6 votes; Great Britain – 6 votes; Iceland – 6 votes; India – 6 votes; Ireland – 6 votes; Italy – 6 votes; Japan – 6 votes; Latvia – 6 votes; Lithuania – 6 votes; Monaco – 6 votes; Morocco – 6 votes; Norway – 6 votes; Russia – 6 votes; Slovakia – 6 votes; Spain – 6 votes; Sweden – 6 votes; Switzerland – 6 votes; Tunisia – 6 votes; USA – 6 votes.

Proxies received:

|   |  |
|---|--|
| Argentina                                     | 6 votes by proxy to Denmark                                    |
| Former Yugoslav Republic of Macedonia (FYROM) | 6 votes by proxy to Belgium (Flanders)                         |
| Hungary                                       | 6 votes by proxy to Slovakia                                   |
| Indonesia (Affiliate)                         | 2 votes by proxy to Japan (ratified as an Affiliate in Tromsø) |
| Slovenia                                      | 6 votes by proxy to Great Britain                              |
| South Africa                                  | 6 votes by proxy to Ireland                                    |

The General Assembly was declared to be quorate.

**7. Ratification of New Members 2011 – 2013** The following countries were proposed for Affiliate Membership and to be ratified as a full National Centre within four years:

- Poland, Fundacja Graj!
- Uganda, Tender Talents Magnet School
- Zimbabwe, Washington Masenda aita/iata / ASSITEJ

**Unanimously approved**

At this point new members were given their voting rights as follows<sup>2</sup>:

|        |  |
|--------|--|
| Poland | 2 votes, delegates joined the body of the General Assembly |
| Uganda | 2 votes given by proxy to Norway                           |

**8. Call for written questions to Candidates for Election to the Executive Board** – there were no questions for the candidates.

**9. Nomination of Drafting Committee (3 people)**

- Paddy O'Dwyer, Ireland
- Morten Hagevik, Norway
- Janine Constantin Torreblanca, Switzerland

**Unanimously approved**

**10. Approval of the Minutes of the 30<sup>th</sup> General Assembly** – no questions.

**Two abstentions, minutes approved**

**11. Presentation of Representatives of International Theatre: Organisations in a relationship with AITA/IATA asbl** – no representatives came forward to speak.

**12. Council Activity Reports for 2011 – 2015** – On behalf of the Council, President Merja Laaksovirta reported on the past, current and future activities of the Association and highlighted the key areas in her report (Vol 1 Page 28 – 34).

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<sup>2</sup> By the start of the General Assembly, no approval had been received from Zimbabwe for their two votes to be given to another county to act as their proxy.

**a. Council Report** – President Merja Laaksovirta noted that Council had rotated its meetings between different Regions and that the nominated Ambassadors had greatly increased the international visibility of AITA/IATA asbl. The sad death of Guy Brousse of Monaco had left AITA/IATA asbl without a French Speaking Honorary President and AITA/IATA asbl would propose that former President Jacques Lemaire be so nominated. The loss of the Swedish grant was understandable in the current financial climate and AITA/IATA asbl thanked Norway for their grant which was now dedicated entirely to the Solidarity Fund. The Tallinn office closed in 2011 and Anne Gilmour stood down as English Speaking Secretary to become the Secretariat under the direction of Council. Under Article 16, AITA/IATA asbl had appointed Aled Rhys-Jones to the post of Interim English Speaking Secretary without voting rights to serve out the remainder of Anne Gilmour’s term of office until the 2015 General Assembly. Tom De Rooij had stepped down as Treasurer and the work was taken over by Dympna Murray and then Mary Pears from the Irish Centre in an interim capacity. President Merja Laaksovirta thanked them all for their work as well as Jacques Lemaire for his work on the budget. The prompt payment of fees and subscriptions would be strongly encouraged and new members and associates sought.

Vice President Roger Ellis then spoke on communication. He noted that communication had been damaged by the handover between secretariats. But the website had been upgraded, new tools had been introduced and AITA/IATA asbl would aim for greater interaction between members. A course for theatre producers had been added to the website, as had an Artistic Newsletter which showcased the activities of members. Jacques Lemaire had developed In Brief which will now be circulated by the Secretariat. The website now contained a private area for the Board and Council and a discussion forum for members would be added in due course.

President Merja Laaksovirta asked each Region to initiate a Regional Communication Plan with their National Centres and report on the matter to every Council meeting.

On the matter of archives, President Merja Laaksovirta thanked Joke Elbers for her work. She was now delighted to report that BDAT, Germany, through Norbert Radermacher, had agreed to house the AITA/IATA asbl archives.

On her appointment as President, Merja Laaksovirta had conducted a SWOT analysis which built on work started by ex-President Paddy O’Dwyer. She then worked with Aled Rhys-Jones to conduct a holistic review of the organisation. This would culminate in a presentation by Dirk De Corte to Congress on 25 August and the participation of delegates was encouraged.

President Merja Laaksovirta noted the importance of both the Solidarity Fund and the Culture and Education Funds: the latter she wanted to be more active. AITA/IATA asbl had supported activities in Aruba, Belgium, Uganda and Austria and a total amount of €8,750 had been paid. This was money that went directly to members to support their activities.

AITA/IATA was actively and ably represented at the UNESCO NGO Conference by Jacques Lemaire who she thanked for his contribution. Good relations were maintained with ITI who had established a forum of performing arts and, although still in its early stages, AITA/IATA asbl has been represented by Josef Hollos and Paddy O’Dwyer.

President Merja Laaksovirta noted that Congress would close with a new President Elect, French Speaking Secretary, Spanish Speaking Secretary, Treasurer, Co-ordinator for Children and Youth and a new Regional Representative. She paid a sad farewell to the diligent, departing colleagues who had been such a support. She noted that the future would be challenging but she looked forward to tackling it with new colleagues. She offered good fortune and relaxation to those stepping down and looked forward to good support from new members.

She reminded delegates that she liked to attend members' events to learn about what they did and to offer support and encouragement: she wanted to create a new energy and a new vision for the future of AITA/IATA asbl. **There were no questions**

**b. Standing Committee for Children and Youth (SCCY)** – Helle Hauger invited delegates to read the SCCY flyer. SCCY believed that creativity and interaction were the basis of development and the role of theatre teachers was to bring out the unique qualities of young people. She reminded delegates that they could read the full report in the Congress Book (Vol 2 Pages 15 – 17) and she would only provide updates.

The Drama and Education Congress, Austria, had been very successful: it helped to set trends for drama in education and it was a shame that so many parts of the world could not attend. She stressed to delegates that their support was essential if it was to continue with such high quality teachers.

In respect of the African Initiative, Helle Hauger noted the success of the first East African Festival in Kampala, Uganda, a festival by children for children. Frank Katoola, Tender Talents Magnet School and Theatre and now an AITA/IATA asbl Affiliate, had very successfully used the Lingen template including a link with the local university. Helle Hauger represented AITA/IATA asbl at the festival and had worked with the students. She also thanked Richard Finch, now living in South Africa who, with the support of SCCY, would work with Arts Scope to develop a youth theatre festival in Cape Town, South Africa.

Helle Hauger reflected on the history of SCCY and its growing importance within AITA/IATA asbl. She thanked the Danish National Centre for their financial and moral support and also thanked her international friends who are connected with her on Facebook. She was proud of the work they had done and she was confident that the future of SCCY was in good hands.

**13. Approval of the Activity Reports** – Anna-Karin Waldermarson, Sweden, thanked Helle Hauger for all the work that she had done for children and youth, and noted how much her work had meant to those who work with children and youth.

**Both reports were unanimously approved**

#### **14. Reports of Regional Committees and Service Centres**

**a. General Activity** – Thomas Hauger noted that all relevant reports were in the Congress Book. Steinar Arnesen, Norway, noted that NEATA had a new President, Kristiina Oomer, which was confirmed from the floor by the outgoing NEATA President Hilmar Joensen. He also noted a new festival to be held in 1 – 6 July 2014 in Finland and in 2018 in Lithuania. Josef Hollos, Austria, confirmed the new Regional Representative for CEC was Mary Pears and the

new General Secretary was Karel Tomas. Izumi Yoshida, Japan, noted that in February last year Japan had hosted a festival for groups from nine countries. A group from South Korea had attended who wanted to restore the AITA/IATA asbl National Centre, which they have just done. He also noted that Mr Ali Lucky, Bangladesh had been appointed the new President of ARC.

**b. Adoption of new constitutions of the Regions** **No changes**

**c. Adoption of changes to the Regional constitutions** **No changes**

## Lunch

**15. Treasurer's and Auditor's Report on accounts 2011 – 2012** – Jacques Lemaire remarked that although delegates were expecting a Treasurer they were getting the French Speaking Secretary. As he had experience of the financial cycle he had been asked to deliver the report.

Jacques Lemaire referred to the 2011 – 12 auditors' report (Vol 2, Pages 19 – 22) which had been compiled by a chartered accountant and was based on information from Tom De Rooij and the Irish National Centre. He outlined the purposes of the profit and loss figures and the balance sheet and noted that in a bad financial year an organisation was bankrupt if the outgoings were greater than the incoming funds. But he noted that the new Executive Board would inherit an AITA/IATA asbl account in which there was a comfortable balance. This was due to the legal requirement to reserve six months' salary when AITA/IATA asbl had a paid employee which was no longer required because AITA/IATA asbl had signed a contract of employment with a self-employed worker to carry out the secretariat services.

The 2011 – 12 account had reserves of about €120,000, but he stressed that this was not for current expenses but should be allocated to suitable projects.

Anna-Karin Waldermarson, Sweden, spoke to say she was happy to report that Sweden could contribute to the finances of AITA/IATA asbl due to their good financial situation.

### **The budget report was unanimously approved**

**a. Solidarity Fund** – (Vol 3 Page 37) Jacques Lemaire explained that he had recorded the history of the Fund. He proposed a new system of funding levels for future consideration which he outlined in a PowerPoint presentation. He noted that the Association currently needed about €500 per member. The largest contribution was €625 for countries with high resources, a fee level which helped countries with low resources. He suggested that AITA/IATA asbl should adopt the four levels of the UN index [Ed - AITA/IATA asbl has a three category fee system]. He agreed that AITA/IATA asbl could function with the current level of contributions but the AITA/IATA asbl reserves, which were established a few years ago, were now increased only through the Norwegian National Centre solidarity fund.

Jacques Lemaire referred to the diagram in the Congress Book (Vol 3 Page 39) which showed how money moved from Norway into the solidarity fund, once members asked to make use of it. The decision to use the Solidarity Fund was made by the AITA/IATA asbl President and the

President of the Region of the country making the request. He noted that it was not correct for members to feel they might deny funding to others by making a request to the solidarity fund: if members did not apply, the money in the fund was not used for aita/iata. Once an application was approved, funds were moved into the AITA/IATA asbl account. Thomas thanked Jacques for the clarification. **No questions.**

**b. Culture and Education Fund** – (Vol 3 Page 35 – 36) Roger Ellis noted that the fund supported AITA/IATA asbl members in conducting international projects. It funded up to €2,500 per project and up to €5,000 a year: Council would consider if the amount should be increased and whether the two deadlines for applications were still required. Two projects were funded last year: Tender Talents Festival in Uganda run by Frank Katoola; and the Drama in Education Congress in Austria which focused on the use of Social Media in Drama in Education. Roger confirmed that he, as the Vice President of AITA/IATA asbl and the Chair of the SCCY, decided who received funds. **No questions.**

**16. Amendments to the Bye-laws of AITA/IATA asbl** – (Vol 2 Page 28). Jacques Lemaire presented the amendments.

*Article 14 f*– the Bye-laws allowed a National Centre to have no more than one person on the elected Board. AITA/IATA asbl proposed an addition to Article 14 f to say that this restriction was valid except in the exceptional circumstance of a country which belonged to two Regional Committees. Currently Belgium and Switzerland had entities that belong to both CEC and CIFTA but they could have only one seat on the AITA/IATA asbl Board. Jacques noted that this was a technical adjustment, and only a yes or no was required.

### **Questions:**

*Steinar Arnesen, NEATA* – asked if the amendment meant that Belgium could have four members on the Council – two on the Executive Board and two Council Representatives. Jacques Lemaire confirmed that the amendment referred only to the Executive Board and it meant a maximum of two people per country. For example, Switzerland could have two representatives, one each from the German (CEC) and French (CIFTA) speaking Regions – the division was done according to the Regional Committee. Jacques Lemaire noted that if Council wanted to extend this to Council members, it would be for the next Council to suggest changes.

*Paddy O'Dwyer, Ireland National Centre* – was concerned that the amendment could set a precedent and could also send a message about the reinforcement of the domination of Europe about which complaints had been raised. He had doubts about supporting this amendment. Jacques Lemaire suggested a non-European example, Canada: Quebec is in CIFTA, but the rest of Canada is in NARA. A vote was called:

- Yes: 95
- No: 63
- Abstention: 36
- Blank: 6

**The amendment was rejected**



*Article 19* – Jacques Lemaire noted that AITA/IATA asbl was registered under Belgium Law which now required an asbl to have an internal financial control mechanism. This amendment would ensure that AITA/IATA asbl could meet the legal requirement for two people with a specific mandate to ensure AITA/IATA asbl complied with Belgium Law. This was a technical necessity and no secret ballot was required. **No questions.** By a show of hands:

**The amendment was carried with two abstentions**

*Article 24* – Jacques Lemaire referred delegates to the Proposal by the Regional Presidents of CEC, CIFTA and NEATA to establish a European Forum of Amateur Theatre (EFAT) (Vol 2 Page 27) and noted that if this proposal was not carried, this amendment to the Bye-laws would not be required. Thomas Hauger agreed that the amendment to *Article 24* of the Bye-laws be moved to item 22 on the agenda after the proposal for EFAT (para 22 a. below).

**17. Preparation for the Elections** – it was agreed that the candidates would speak but would take written or oral questions tomorrow morning followed by the voting.

**a. Statement of Intent from the Candidate for the Presidency**

**President Elect:** *Rob Van Genechten.* Dear friends in AITA/IATA asbl – you have been able to read my letter of intent – it has four bullet points which say what I think the organisation should focus on for the future. I was asked what I would focus on if elected. But I think that the question comes from you. As President Elect I will question you about future possibilities for AITA/IATA asbl and I will challenge your views and opinions. I am sure that the mindset of AITA/IATA asbl is ready for a profound review of the organisation: Dirk De Corte's session has been generated by the current Council. I consider it an honour and a pleasure to serve you as your President. Feel free to contact me at any time and I look forward to working together to the end of my presidency in 2019.

**b. Statements of Intent from Candidates for the Executive Board**

**Treasurer:** *Villy Dall.* I don't speak French and I understand it poorly, but I have an accounting qualification and so I don't think it will be a problem to work with figures. I hope we can work together to help amateur theatre. Since I first attended a festival in 1993 I have always been enthusiastic about the mission of AITA/IATA asbl. We have one common goal to create the right atmosphere to enable theatre groups from around the world to flourish and from this position I offer myself as the Treasurer. We cannot neglect the fact that only a quarter of the world is part of AITA/IATA asbl. Nor can we neglect the facts mentioned by Jacques Lemaire about the inefficiency of the UN HDI (Human Development Index) to determine the fees of our National Centres and nor can we forget those who do not pay their fees. As a member of the EB I will help the organisation move forward. In Denmark I have been involved in amateur theatre and the running of the national organisations and international theatre since 2003 and I have been deeply involved with the promotion of amateur theatre.

**French Speaking Secretary:** *Beatrice Cellario.* Dear friends I am sorry I have not had much time to prepare as I was organising a festival and I have never been on the stage. In 1985 I got in touch with the Studio de Monaco and here I am. I am always determined to see

matters through to the end and I am very happy to work behind the scenes. I want to expand AITA/IATA asbl throughout the world and I hope the next congress will have a greater number of countries. We are lucky to have available extraordinary communication tools and thanks to the new website we have we can build bridges and we can also build on the work of the Secretariat. In recent years, the Secretariat of aita/iata has seen a lot of change but we now seem to be in a time of stability. It is very important that an association as large as ours offers its members a consistent point of contact. It is important that the organisation offers a sense of direction and it is good to have people who have given long service – a lot of people do not know what AITA/IATA asbl is all about so I refer them to the 50<sup>th</sup> anniversary booklet – we must not forget hard copies – paper is important. The role of the French Speaking Secretary is to ensure the drafting of documents in French, which is why we need to have documents in our legally binding language.

**French Speaking Secretary:** *Philippe Garcia*, I stand before you and I feel very comfortable – the motion is for two candidates but, in view of the rejection of the amendment to Article 14f, I withdraw my candidacy. But in the words of Arnold Schwarzenegger, I'll be back.

**Spanish Speaking Secretary:** *Jorge Crespi*. Normally I should read my statement in the language of Cervantes. You have a translation and you should read this in your language: translation should ignore all regionalism - South American or Castilian languages. My profession is as a translator so I will do my job the best that I can. I am familiar with new technology and we need to better disseminate what we do. We need to contact the National Centres that are too distant and bring them closer together so that we have a real family to defend the world over. That is my main objective and I am totally available for questions.

**Co-ordinator for Children and Youth:** *Josef Hollos*. Ladies and gentlemen, friends and colleagues. I am running as the Co-ordinator but although we are all equal, someone has to co-ordinate our work. I have been on the committee for a few years, I come from children and youth work and you have heard from Helle Hauger what we have been doing. We have a lot of friends in children and youth work. We hosted a Youth Festival in Vienna which we hope to do again. I will build on what Helle Hauger did, she is very efficient, she had many friends and I want to build on that – children are so important and we have to build the bridge between children and youth and we must develop this important part of our life.

Thomas Hauger noted that as the General Assembly had passed the changes to *Article 19* of the Bye-laws, AITA/IATA asbl needed to create a Commission and asked interested people to please pass their name to him.

## End of day 1

**Preparation for the Elections (continued)** – *Written question* from Anna-Karin Waldermarson, Sweden, NEATA for Rob Van Genechten. How will you work together with your colleagues in the Council and the Executive Board to create opportunities for AITA/IATA asbl members in countries on the African and South American continents etc. not only to get grants for their membership fees but also (and most important) to be able to participate in the Congress and Festival?

Rob Van Genechten – this is an important question, I cannot solve this on my own but I will work with the Council and all members of AITA/IATA asbl to address this. If you have not yet read the letter from Guillermo Rodoni, Argentina (current Spanish Speaking Secretary) I invite you to go through the letter. Not everything in it I can agree with, but the bottom line of the message is that people from other continents don't feel included in the work of the Association; it is perhaps normal but also perhaps sad that most people here in the General Assembly are from Europe. In the current difficult financial climate, more distant countries find it difficult to travel here. We must talk and communicate and open the barriers that keep them from coming to festivals which help to make them feel a part of what is going on in the Association. If Belgium hosts the International Festival in 2015 it will be a different kind of festival, one in which we will try to reach out and include more people. But each member must help to include as many people as possible in their work.

*Question from the floor:* Kalthoom Amin, Bahrain Associate, ARC. I am an Associate member since 2005. As an Associate I feel excluded from the Congress but I want to feel included in the Congress and I want to feel part of the organisation and I want to know about other parts of the world theatre.

There were no other questions. While the votes were counted, the Keynote Speaker Prof. Dr. Wolfgang Schneider spoke on *Mapping the Landscapes of the Performing Arts: The Role of Theatre in Development*.

**18. Elections** – The results of the secret ballot were announced by Presiding Chair Thomas Hauger.

**President Elect: Rob Van Genechten**

**Elected**

|              |     |
|--------------|-----|
| Total votes: | 200 |
| For:         | 158 |
| Against:     | 40  |
| Abstention:  | 2   |

**Treasurer: Villy Dall**

**Elected**

|              |     |
|--------------|-----|
| Total votes: | 200 |
| For:         | 198 |
| Against:     | 1   |
| Blank        | 1   |

**French Speaking Secretary: Beatrice Cellario**

**Elected**

|              |     |
|--------------|-----|
| Total votes: | 200 |
| For:         | 182 |
| Against:     | 13  |
| Abstention   | 5   |

**Spanish Speaking Secretary: Jorge Crespi**

**Elected**

|              |     |
|--------------|-----|
| Total votes: | 200 |
| For:         | 193 |
| Against:     | 2   |
| Blank        | 5   |

**Co-ordinator for Children and Youth: Josef Hollos**

**Elected**

|              |     |
|--------------|-----|
| Total votes: | 200 |
| For:         | 177 |
| Against:     | 3   |
| Abstention   | 15  |
| Blank        | 5   |

**19. Regional Representatives elected to Council** – CEC – Mary Pears had been elected the new Regional representative on Council.

**Unanimously passed**

*The General Assembly went into recess to allow the retiring Executive Board and Council members to leave the panel and to be replaced by the newly elected members. The General Assembly resumed with the new Executive Board and Council.*

**20. Budget for 2013 – 2014** – (Vol 2A Pages 6 – 7) Jacques Lemaire presented the budget. He confirmed that it was a review of the operating account which showed the current levels of fees and the provisional operating account over the next two years. He would return to the proposal about the fees, but given the current membership arrangements no changes to the fee structure would be proposed now.

Villy Dall thanked the General Assembly for electing him. He had been asked if he wished to contribute to the documents but decided not to until he was elected. He supported the proposals from the outgoing Council.

**Budget unanimously ratified**

**21. Membership Fees for 2014 – 2015** – Jacques Lemaire noted there were no formal proposals for change and that it would be for the Council to take forward changes to the AITA/IATA asbl fees.

**Unanimously ratified**

**22. Other proposals submitted for consideration by General Assembly**

**a.** Thomas Hauger referred to the amendment of *Article 19* (Para 16. above) and announced that the Financial Controllers would be Dympna Murray, Ireland, and Ivar Christiansen, Norway.

**Ratified with two abstentions**

**b. Proposal by the Presidents of CEC, CIFTA and NEATA to establish a European Forum for Amateur Theatre (EFAT)** – (Vol 2 Page 27) – Jacques Lemaire noted that the proposal was entirely in line with the presentation from Prof. Dr. Schneider: it was important to have a better knowledge of the way amateur theatre worked in different organisations and to start getting to understand the cultural divide.

BDAT had invited the Presidents of the European Regions to implement a discussion forum to widen research and to see how to organise and to progress the Forum. The European Service Centre (ESC) in Lingen had closed owing to a lack of funds: it had no legal basis and so it could not seek funds. The advantage of the proposed organisation, which would be formed under the amended Article 24 (if passed), was that the centre would have a legal basis and be fully part of AITA/IATA asbl, not a bolt-on. The three Presidents wished to replicate the structure of the former ESC but give it the mission of a European Forum. It would be a 100% subsidiary of AITA/IATA asbl and be officially recognised under Belgium Law. It would not have autonomy nor could it leave AITA/IATA asbl. It would be called EFAT and would be able to attract finance. There was nothing to prevent other Regions from creating a similar body. A Service Centre had once been established in America but it had closed but perhaps one could be opened in South America to help them develop better links among themselves and with a sound legal basis.

Dirk De Corte asked as an Associate if the vote was to create a new legal entity? Jacques Lemaire replied no, the vote was to create a subsidiary within AITA/IATA asbl. Dirk De Corte remarked that if an asbl were to create a "subsidiary", this "creation" would involve creating a new legal entity because that would be the only way to create such a "subsidiary" and grant this entity legal status. There was no other way for this entity to obtain legal status. Dirk further remarked that the proposal suggested that such legal status would "automatically result", which according to him was not the case (certainly not under Belgian law).

Paddy O'Dwyer said that he did not wish to get involved in discussions on the legal entity and, although he totally applauded the reason behind the initiative, he wished to stress the importance of keeping European members informed of developments and on how the matter progresses. He agreed that Article 24 did not currently offer a legal basis for a Service Centre and so it was not possible for the EU to award money to a non-legal entity. He asked that a committee to be set up to look at the AITA/IATA asbl Constitution to ensure that by 2015 any necessary but small changes to the Constitution could be made.

Jacques Lemaire replied that the ESC had no legal standing as an officially recognised subsidiary of AITA/IATA asbl and did not have a registration number so it could not receive payments. This proposal was to change that so it could be a legal entity and have an operation and have a legal status.

Dirk De Corte reinforced the remarks of Paddy O'Dwyer. He was in favour of the EFAT but he doubted that AITA/IATA asbl had the legal capacity to create such an organisation. From a legal point of view the only body that could receive funds was AITA/IATA asbl. It was possible to create workgroups but for them to get funds, as a legal entity, then three parties were needed, one of which could be AITA/IATA asbl but two others were needed.

To do this it would become EFAT asbl and funders will look at AITA/IATA asbl and see that it is the same people. So you needed to create an entirely new legal entity to get funds.

Jacques Lemaire replied that the proposed text does not go into detail; it only asked AITA/IATA asbl to launch the process. AITA/IATA asbl would work with the three Regional Presidents but if it did not start now it would be another two years before it could be started. How it would function was not yet proposed; it was up to the AITA/IATA asbl Council to decide on this.

**Vote:** through a show of hands

Yes: 175  
No: 0  
Abstain: 23

### **Proposal passed**

*Amendment to Bye-laws, Article 24:* Jacques Lemaire noted that because the General Assembly had agreed to establish a European Service Centre, the Bye-laws now needed to be amended and he referred to the full text of the Bye-laws in Vol 2 Page 34 and 35. He said that it was for Council to set it up in accordance with Belgium Law, this amendment provided the guidelines for the Council to carry out the work.

**Vote:** through a show of hands (for which a two thirds majority was required)

Yes: 185  
No: 0  
Abstain: 14

### **Proposal passed**

**Proposal that Jacques Lemaire be elected Honorary President of IATA/IATA asbl (French Speaking)** – (Vol 2 P 38) President Merja Laaksovirta spoke to confirm that Council considered it was an appropriate time to elect an Honorary French Speaking President. Jacques Lemaire's CV was in the Congress Book and there was a tradition to have a French and English speaking Hon. President. She referred to his distinguished career in AITA/IATA asbl and noted he was the only President to offer assistance after his tenure as President. She asked delegates to support Council's proposal and she personally thanked Jacques Lemaire from the bottom of her heart for his support to her and for his knowledge of AITA/IATA asbl's constitution.

### **Proposal passed with two abstentions through a show of hands**

Jacques Lemaire replied that his absolutely exceptional roles in AITA/IATA asbl had enabled him to meet such diverse and varied people in order to achieve the organisation's mission. He thanked the French organisation who had supported him and his patient family and all the friends around the world. He said he would always be ready to represent AITA/IATA asbl because they were his family: he offered thanks to everyone.

Rob Van Genechten thanked delegates for voting him President Elect. He said he would be at the service of AITA/IATA asbl for six years and wanted to work together to make the organisation work.

## LUNCH

### **23. Selection of the host venue for the 32<sup>nd</sup> World Congress and Festival in 2015 –**

A presentation was made by Belgium led by Bernard Soenens from Opendoek. He said that Belgium wanted to hold the World Congress and Festival in 2015 and planned to combine it with an existing festival, Spots Op West in Westouter, Flanders. He gave a DVD presentation which showed the proposed venue in Westouter and also Ypres where the General Assembly would be held. This was followed by a PowerPoint presentation about how Belgium would manage the event.

The event would be organised by Opendoek. Bernard Soenens noted that Belgium had all the major assets needed to organise the Festival and the General Assembly. He talked about the location of Westouter, its communication links and its history.

He confirmed that the Festival would be held 3 – 12 July 2015 and the General Assembly 3 – 5 July<sup>3</sup> in Ypres which has a business and a conference centre with all necessary meeting rooms and facilities for translation and accommodation. Participants would travel by bus to Westouter, 10k distant. The festival would have a theme of *On the Run* and would commemorate World War I. They planned to invite 25 theatre companies from around the world. Opendoek had identified some funds to support the project and would also count on funds from Heuvelland, West Flanders and the Flemish Ministry of Culture. Support had also been received from the former Prime Minister of Belgium and the OECD. A short final film was shown.

Steinar Arnesen, Norway, asked about the distance between Ypres and Westouter. Bernard Soenens confirmed there would be transport between Ypres and Westouter and that they would learn from the experience of Monaco and the use of volunteer drivers.

Danute Vaigauskaite, Lithuania, asked if the groups would stay for the entire festival and also about the type of theatres in Westouter. Bernard Soenens noted that performances were held in many different locations but a few were in the open air. The exact length of time that performers would stay had not yet been decided.

Delegates were asked to vote on accepting Belgium as the venue for the 2015 Festival.

**Unanimously accepted**

### **24. Announcement of the 13<sup>th</sup> World Festival of Children's Theatre in 2014 in Lingen, Germany –**

Norbert Radermacher noted his pleasure to be able to announce the 2014 World Festival of Children's Theatre, but sadly the information he had planned to bring was lost between Germany and Monaco. He confirmed the dates of 25 July – 1 August 2014, the motto *Colour your Life, Colour the World* and confirmed that information could be found

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<sup>3</sup> Dates subsequently changed to 7 – 12 July and 7 & 9 July respectively.

on the AITA/IATA asbl and Lingen websites. He recalled that when he announced the first world children's festival in 1989 there was a lot of debate, but he was now able to announce the 13<sup>th</sup> event and he wanted to thank John Ytterborg who had always thanked those with the vision to make events happen. Without the vision the idea would never have happened. Children round the world now benefited including those in the orphanage built in Bangladesh under the Arts By Children project.

**25. Announcement of the 14<sup>th</sup> World Festival of Children's Theatre in 2016 in Stratford Ontario, Canada** – Helle Hauger introduced the DVD and confirmed that the October 2012 Council meeting in Texas had agreed the Festival. Ron Dodson had not come to Monaco because he wanted to spend the cost of travel on the festival. Helle Hauger noted that they had a quarter of the funds in place. They planned to use the most modern technology and have a digital event that could be seen around the world. Ron Dodson was the brains behind the idea of the Festival and was also on the Lingen Committee to learn from Lingen and to take lessons learned forward to Stratford. Helle Hauger then showed the DVD and thanked delegates in advance for their support. She confirmed that it was a children's festival for those aged 7 – 15 years.

**26. Closing of the 31<sup>st</sup> General Assembly of AITA/IATA asbl** – Thomas Hauger thanked delegates and observers and handed over to President Merja Laaksovirta to close the General Assembly.

Merja Laaksovirta thanked everyone for their intensive participation and for sharing their opinions and their discussions and noted that AITA/IATA asbl had to leave it to the delegates to take forward and to act upon what we had been discussed. She thanked those who could not be present – Guillermo Rodoni, Zulema Armas. She also thanked Anne Gilmour in her former role as English Speaking Secretary. She bade a farewell to the much beloved Helle Hauger and Jacques Lemaire and asked her Vice President, Roger Ellis, to make a presentation to Jacques Lemaire and to Helle Hauger.

Roger said it was not possible to let Jacques depart without dragging him onto the stage one last time and he presented him with a plaque for his services to AITA/IATA asbl. A second plaque was presented to Helle Hauger who had joined the youth committee many years ago and would leave to be the director of her youth group and she too was thanked for her work.

Merja Laaksovirta noted that the work would continue with a discussion on EFAT and that it was most important that delegates gathered again the following day to discuss the future of AITA/IATA asbl. But it was now time to close the General Assembly.

Minutes taken by Anne Gilmour

AITA/IATA Secretary



## **AITA/IATA asbl Council 2013 - 2015**

### **Executive Board**

|                                     |  |
|-------------------------------------|--|
| President                           | Merja Laaksovirta (Finland)                  |
| Vice President                      | Roger Ellis (United States)                  |
| Treasurer                           | Villy Dall (Denmark)                         |
| Interim English Speaking Secretary  | Aled Rhys-Jones (Great Britain) (non-voting) |
| French Speaking Secretary           | Béatrice Cellario (Monaco)                   |
| Spanish Speaking Secretary          | Jorge Crespi (Spain)                         |
| Co-ordinator for Children and Youth | Josef Hollos (Austria)                       |

### **Board of Representatives:**

|   |                          |
|---|--------------------------|
| ARC - Asia  | Yoshida Izumi (Japan)    |
| NEATA – North Europe  | Steinar Arnesen (Norway) |
| CIFTA - Conseil International des Federations<br>de Theatre Amateur de Culture Latine | Nadia Barcoli (Monaco)   |
| CEC – Central Europe  | Mary Pears (Ireland)     |
| NARA – North America  | Kathleen Maldonado (USA) |
| <i>No Representation</i>  |                          |
| CARA - Caribbean  |                          |
| SARA – South America  |                          |
| CEARA – Central Caribbean   |                          |

## **AITA/IATA asbl Executive Board & Council Meetings 2013 – 2015**

Since the last World Congress in Monaco, August 2013, the Executive Board and Regional Representatives of AITA/IATA asbl have met:

- 26 August 2013 EB and Regional Representatives, Monaco (post-GA)
- 15 March 2014 EB, Monaco
- 16 – 17 June 2014 EB and Regional Representatives, Venice, USA
- 26 – 27 July 2014 EB and Regional Representatives, Lingen Germany
- 14 – 15 November 2014 EB and Regional Representatives, Peligros, Spain
- 28 February 2015 EB and Regional Representatives, Vienna, Austria
- 4 July 2015 EB, Ypres, Belgium
- 5 July 2015 EB and Regional Representatives, Ypres Belgium
- 11 July 2015 EB and Regional Representatives, Ypres Belgium (post-GA)

## **Current Membership of AITA/IATA asbl**

### **AITA/IATA asbl Membership Figures as at 1 May 2015:**

- National Centres 37 of which 20 have paid or been granted a waiver in 2015
- Affiliates 5 of which four have paid in 2015
- Associates 55 of whom 32 have paid in 2015

### **Associates to 1 May 2015:**

Since August 2013, 22 New Associates have joined aita/iata

## **New Membership Applications 2013 – 2015 to be Ratified by the General Assembly**

Applications may be received (subject to approval by Council) between the editing of this Congress document and the opening of the General Assembly. If so, an updated list will be presented at the General Assembly.

### **Affiliates to be Ratified as a National Centre:**

Indonesia: Satu Kata (Ratified as an Affiliate at 2011 General Assembly)

### **Affiliates:**

Poland: Fundacja Graj!. (Ratified as an Affiliate at 2013 General Assembly)

Uganda: Tender Talents (Ratified as an Affiliate at 2013 General Assembly)

Zimbabwe: Washington Masenda (Ratified as an Affiliate at 2013 General Assembly)

## **Call for nominations: 32nd General Assembly Belgium, 2015**

The General Assembly of 2015 in Ypres/Ieper, Belgium will proceed to the renewal of the Executive Board.

According to the articles of the Constitution and the Bye-laws of the Association the following posts are submitted for election at the 2015 General Assembly:

- **Vice President**
- **English Speaking Secretary**

In accordance with the Bye-laws of the Association, the only candidate available to renew his mandate is the Vice President, Roger Ellis, who has expressed his wish **not** to stand for re-election. The English Speaking Secretary, Aled Rhys-Jones was appointed to the post (without voting rights) by the Council when Anne Gilmour stood down and he is eligible to declare his candidacy by **31 October 2014**.

Only Members with voting rights can nominate or support candidates. Members with voting rights are either National Centres or Affiliate Members who have paid their 2014 membership fee or have sought and received a waiver from the Solidarity Fund and acted in accordance with the recommendations of the Solidarity Fund.

The 2015 General Assembly will, therefore, be called upon to elect a Vice President and an English Speaking Secretary.

***Candidates who believe that they can fulfil either role are called upon to declare their intention to stand for election. Following the approval of candidates by Council in November 2014, 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 **31 October 2014**.

I hope that the 2015 General Assembly will elect individuals who, through the Executive Board, will serve the Association and facilitate its development throughout the five continents.

Yours sincerely,

Merja Laaksovirta - President

# Renewal of the Executive Board of AITA/IATA asbl

## Description of the posts

### Posts:

According to the articles of the Constitution and the Bye-laws of the Association the following posts will be available for election at the 2015 General Assembly in Ypres/Ieper, Belgium. In addition to the specific functions detailed below, both posts take an active role in the general management of the Association.

#### **Vice President**

#### **English Speaking Secretary**

### Duration of mandates:

The persons elected in Ypres/Ieper in 2015 will serve for **four years** as specified in the Bye-laws (Article 14 ii<sup>4</sup>).

### Vice President:

The function of the Vice President is to deputise for the President whenever the President is unavailable and to work in close collaboration with the President at all times. The Vice-President may be called upon to replace the President on a more permanent basis should the President for any reason be unable to continue in their role. This would require a decision of the Council, according to Article 16 of the Bye-laws.

### English Speaking Secretary:

Responsible for drafting all official documents of the Association in English in collaboration with the French and Spanish speaking Secretaries, other Executive Board members and the Secretariat.

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<sup>4</sup> *All of these positions will be held free of charge and not give rise to any allowances. To enable the Executive Board to deliberate, candidates agree to participate in all regular meetings and will have to provide funding for their journeys before they apply. These points should be explicitly clarified in the application letters.*

## Electoral Process and Timetable 2014 - 2015

To prepare the elections with greatest transparency in time for the General Assembly of 2015, the Executive Board will proceed according to the following timetable, which is limited to change only within the Articles of the Bye-laws and the Standing Orders of the General Assembly.

- **Friday 18 July 2014:** The candidate for the renewal of their mandate (Vice-President) will announce an intention to renew the mandate.<sup>5</sup>

- **26 September 2014:** A call for candidates to the posts of English Speaking Secretary and Vice President will be sent to all Members with voting rights - National Centres and Affiliate Members. Any person associated with a Member can announce his/her candidacy; can stand for only one position on the EB; and can be candidate for only one post.

To be a valid candidate, nominations must comply with Article 14 of the Bye-laws. It is recommended that a candidate who intends to stand, states their intention to do so by email to the President and Secretariat by **31 October 2014**. The Secretariat will check all nominations received and acknowledge their receipt.

- **31 October 2014:** Deadline by when the Secretariat of AITA/IATA asbl must receive individual applications.

- **12 December 2014:** The complete list of individual candidates will be sent by email to Members with voting rights: these will be Members accepted by the Executive Board of AITA/IATA asbl as having membership rights for 2014<sup>6</sup>

In order to be valid, the candidacy must be authorised by the candidate's National Centre and by two other National Centres on a Nomination and Support Form which will be emailed to all Members.

Each country can have only one elected member on the Executive Board but can endorse the candidacy of several candidates to the various posts.

Candidates who are not authorised by their National Centre or are nominated by a National Centre whose membership rights for 2014 are not correct will not be accepted by the Executive Board.

- **9 January 2015:** Members receive first call of the General Assembly by email.

- **6 February 2015:** Deadline by when the Secretariat of AITA/IATA asbl must receive authorisation and/or nomination forms.

- **28 February 2015:** The Executive Board will examine the validity of the candidates and will agree the list of candidates to be delivered to all Members with the documents of the General Assembly at least two months prior to the meeting of the General Assembly in Ypres/Ieper, Belgium.

- **9 May 2015:** Deadline by when the statutory documents (convocation, statutory reports and list of candidates) must be sent to the Members attending the General Assembly 8 – 9 July 2015 in Ypres/Ieper, Belgium.

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<sup>5</sup> The post of English Speaking Secretary is filled on a temporary basis without voting rights and the current post holder is not required to announce an intention to stand until the call for candidates on 26 September 2014.

<sup>6</sup> i.e. members whose fees are fully paid up in 2014 or who have been granted a waiver and have acted accordingly. If in doubt about status and eligibility, please consult the Secretariat: [secretariat@aitaiata.org](mailto:secretariat@aitaiata.org)

# **Candidature for Vice President**

## **Statement of Intent by Timothy Jebsen**

Thank you for the opportunity to announce my candidacy for the position of Vice-president. I have been involved in amateur theatre since my parents took me to summer camps at the local museum in the early 1970's. I have worked in amateur theatre in the United States since 1992. For the past eighteen years, I have served as the Executive Director of the Midland Community Theatre in Midland, Texas. In addition to my work at MCT, I have also taught drama classes at Midland College for the past sixteen years.

I have attended numerous AITA/IATA festivals since 2002, including Canada (Halifax), Norway (Tromsø) and multiple festivals in Monaco, as a USA representative to the congress. In addition, I have directed productions that have been produced at festivals and events in Guyana, Ireland and Norway. In 2006, Midland Community Theatre hosted an international theatre festival for the American Association of Community Theatre (AACT), and I brought ten companies from around the world to Texas to participate in this festival. Finally, I hosted the AITA/IATA council for their fall 2012 meetings in Texas at our theatre.

As the Vice-President of our world organization, my goal would be to assist the vision of the President and support the council in their work for all amateur theatres. I would personally like to see the AITA/IATA increase its reach into areas of the world where we have limited participation. I would also like to increase the communication between national centres and encourage more dialogue. I have learned so much from theatre in other countries, and I hope to continue to share and learn more in this position.

I pledge to be available for the regularly scheduled Council meetings each year that help to manage the organization, and I would be willing and available to represent the AITA/IATA in other requested public events or festivals.

Finally, I would like to thank everyone who has welcomed me and my wife Lisa to past AITA/IATA festivals, activities and events. I am proud to serve as the Executive Director of Midland Community Theatre in Texas, and our founder Art Cole participated on the AITA/IATA council and attended international theatre festivals. If I am elected, it would be an honour to continue this tradition and serve the organization. Thank you for your consideration.

Timothy Jebsen

# **Candidature for English Speaking Secretary**

## **Statement of Intent by Aled Rhys-Jones**

Please accept my thanks for the opportunity to offer myself as a Candidate for the post of English Speaking Secretary.

I previously served as the elected English Speaking Secretary for the Association from 1999 to 2007. In 2013, the aita/iata Council appointed me to the role of Interim English Speaking Secretary when the elected incumbent, Anne Gilmour, stood down from the post to take the role of Secretariat. During the last two years my role has largely been focused on my appointment as coordinator for the Renewal Working Group.

I trained in drama at the Royal Welsh College of Music and Drama, Cardiff and the Royal Central School of Speech and Drama, London graduating with a BA. I worked regularly in television as an actor and presenter until in 1990 I joined the staff of the Welsh national umbrella body for amateur theatre, the Drama Association of Wales (DAW). I became Director of DAW in 1995, a position I held until 2008 when I resigned to take care of my health. During my time at DAW I edited over seventy plays for publication and was Director of fifteen Theatre Summer Schools.

I served as Vice Chair of the Central Council for Amateur Theatre UK for over ten years. I was made a Fellow of the Royal Society for the Arts in 2007. I developed and signed the first Voluntary Cultural Sector Compact with the Welsh Government and I represented the voluntary arts at regular Ministerial Meetings with the Welsh Government from 2010 to 2012. I am a founding member and the current President of AMATEO, which is the European Network for Active Participation in Cultural Activities. I am Vice Chair of Disability Arts Cymru (DAC); the disability led umbrella body for disabled artists in Wales. I work closely with their Unusual Stage School; a disabled theatre company which works with amateur actors with impairments which span the whole disability spectrum.

My relationship with aita/iata has been long; I attended my first aita/iata World Congress in 1995 in Ankara and have attended all subsequent Congresses. I was invited to become a member of the aita/iata Standing Committee for Artistic Quality in 1995; hosting its first meeting at my parent's home near Cardiff and served on this committee until 2001. In collaboration with Kaja Pöld I compiled and edited the commemorative aita/iata 50<sup>th</sup> Anniversary Book and I contributed the Foreword. I sat on the Joint Selection Committees for the Mondial du Théâtre, Monaco 2001 and World Theatre Festival, Halifax, Nova Scotia, Canada in 2003. I chaired the colloques at the Mondial du Théâtre in Monaco in 2009 and the World Festival of Amateur Theatre in Tromsø, Norway in 2011.

I am an active member of the Board of the International Theatre Exchange (ITE) which is the aita/iata National Centre for Great Britain and have served on that Board since 1994 and in the role of Vice President since 2001.

I believe that strong transparent governance lies at the heart of any healthy successful organisation. I am very keen to work with the new aita/iata Board and Council and to help develop the strategy that will lead the organisation in to its new era.

Aled Rhys-Jones BA FRSA

## Working Plan for the Period 2015 - 2017

Dear theatre friends,

**My vision for the future of aita/iata or for any organisation with a global ambition lies in their ability to transform. aita/iata should transform from the 1950's model which has been very useful over the past decades, into a network organisation, or even better, into functioning as a "Network Orchestrator".**

Many Non Profit Organisations are facing the fact that their models are not suitable to deal with the massive changes and innovation, and constant bombardment of information brought about by the digital revolution. Like it or not, this is a 21<sup>st</sup> century reality. How to re-organise the existing network in a way that no barriers and structures prevent people's ideas and the resulting intelligence and innovation, to flow through all levels of the organization? It is clear that we need a mechanism – I'm purposely not using the word structure here - that is agile and "fluid" enough to adapt to the requirements of the age of networks.

Networks can overtake the traditional structures of organisations and can become disruptive to them. And there are three good reasons why:

- Information Flows Faster in a Network
- Intelligence Filters Faster in a Network
- Innovation Flows Faster in a Network

The workshop after the Monaco General Assembly in 2013 showed us that over the years, it could be said that aita/iata got in the way of its own mission, mainly because of an absolute, almost dogmatic belief in its own model. The workshop's conclusion was an urgent request to the aita/iata Council to give this issue the highest attention. Under the Presidency of Merja Laaksovirta, a Renewal Working Group studied the association's situation and developed a strategy for the necessary reforms. The first results of its work will be presented during the Forum on July 7<sup>th</sup>, prior to the Regional Meetings and the association's General Assembly on the following days.

We are not witnessing an era of change, we are witnessing a change of era; the end of the "era of organisational design". Let's reactivate our dormant networks by reaching out to our partners and members to try and figure out how we can co-create new value with and for them. Is this just about giving voting rights to Associates in a General Assembly? Is the real issue having six, seven or eight councillors? Of course not...

The exercise undertaken by the renewal committee taught me one thing, which is that we need the courage to re-invent aita/iata. We should have the courage to discuss a full renewal or redesign. We should have the courage to tackle all the possible problems, hidden in our structure and working mechanisms. We should start in Ypres and take all the necessary time to produce a balanced compromise, acceptable to all parties involved. So far, the discussion in Council, prepared by the Renewal Working Group, showed us a



clear path to follow, but practical translation is still needed on issues that have not yet been sufficiently discussed. We need your wide support on the whole picture. We will take into account the remarks that have been made by members, and that will still be made, even after July 2015. Only under those circumstances we will be able to rewrite the constitution, to have it approved in Monaco 2017 and to restart our organisation by New Year 2018.

Giving this more thought, my conclusion was that a possible solution could consist of really eliminating all the barriers within the existing model. While doing that the following crucial questions came up:

### **Which membership categories do we need? Which categories do we want?**

Membership we do need. There are several reasons why:

- To make people feel involved
- To create a feel of fulfilment to those involved
- For financial reasons
- To create the flow of information, intelligence and innovation so much needed
- To create a legitimacy for the organisation
- Etc...

Membership categories we don't need. Why have Affiliates, why Associates? We either give confidence to someone and believe he can do a good job to the benefit of our network, or we don't. Anyone who wants to become part of our network should be welcomed. A member is a member. Each of them should carry an equal number of votes in our General Assembly.

### **What kind of representation to aita/iata governing bodies do we need? Representational National Centres or operational relationships?**

The idea of national representation was a splendid tool and a logical reaction to the situation in the early 1950's, only shortly after WWII. It isn't relevant anymore today, in an international theatre environment. Our focus should be on making our network, work ! To achieve that today, we need support points, depending on the specific situation in any relevant context. As such, national representation should not anymore be the basis to compose the governing body of our organisation.

While Australia already being a continent of its own, I quite often heard an Australian plea for working towards a Pacific platform as a kind of HUB. The same feeling exists in the Caribbean area. Wouldn't it be great to have five aita/iata support points in Australia if the Ozzies don't feel the necessity of creating a national organisation? Why do some exclusively feel the need to create "national centres", even if they are just artificial structures? Only to be in compliance with the aita/iata rules? Why can't we have more than one organisation with an operational link with aita/iata in the United Kingdom, Belgium, Germany, Italy, Canada, Spain, Switzerland, Denmark? This finally enables us to

comply with the existing situation in these countries. What do we learn from ongoing, sometimes ridiculous power games which we see happening in our network?

The partnerships we have with our members and support points work or they don't. If they don't work - for Council to assess - we should have the courage to start looking for other partners.

### **What should be the function of local, regional, supra-national alliances ?**

Any kind of alliance should be embraced by aita/iata! Let the people in the field unite on any level and on any common ground they might have, if they feel the need to do so. If these initiatives are successful, I think we should absolutely respect and value them. These "think tanks" can be inspirational on all fronts and produce added value to our network.

But when connectivity and interactivity is key, a "region" is not a "static" thing. There is no point in regions claiming countries as "theirs". The "Mediterranean region" is, in that case, a good example: it may comprise African as well as European countries, European from "Latin" origin as well as from what we now call "CEC" origin. In our current structure, CIFTA is the only alliance based on a common interest, the use of the Roman languages. In parts of Asia, people might feel the need to gather on a Pacific level, while at the same time being interested in contacts with Asian partners who do not geographically belong to the Pacific area. The Caribbean region lives from interests and contacts, situated far more to the south and maybe, quite soon, to the north as well. In that sense we should reconsider and rethink any alliance being or becoming a part of our working mechanism.

aita/iata does not need to formalise the existence of those alliances in its legal structure, since they should function in a non exclusive and fluid way. As such they can change and alter at any moment in time. Permit me to make the remark that rightfully, nobody seems to have a problem with the actual layout of the EFAT committee where the full focus goes to making it work and not to "legal representation". Can we make the same approach when redesigning aita/iata?

The time of focussing on national borders, geographic boundaries and on controlling the flow of intelligence in our network, is gone. We are, and aita/iata is about sharing and meeting through theatre,

This being said, I look forward to hearing from the floor what the participants in the upcoming meetings will add to the thoughts and proposals made by the Renewal Working Group. I look forward to developing these with you in the coming years. Can we do this with an open mind and looking for what the association needs, rather than at what we would like to keep from the past ? This might be a Big Leap for mankind !!

See you in Ypres.

Rob Van Genechten

President Elect aita/iata asbl

# **AITA/IATA asbl General Assembly 2015: Delegates official nomination form**



Each National Centre or Affiliate Member can nominate delegates to the 32<sup>nd</sup> 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.**

*List of delegates*

**1**

.....

**2**

.....

**3**

.....

**4**

.....

**5**

.....

**6**

.....

Certified by

Name : .....

Signature : .....

Position : .....

# Voting by Proxy, AITA/IATA asbl General Assembly 2015, Belgium 2015



## To President Merja Laaksovirta

I am writing to you on behalf of my National Centre / Affiliate Member [\*] of AITA/IATA asbl who is not able to send a representative to attend the 2015 Congress and General Assembly of AITA/IATA.

.....  
(name of National Centre / Affiliate Member [\*] not able to attend the Congress and General Assembly)

I declare that my National Centre / Affiliate Member [\*] has paid the 2015 fee (or a waiver has been granted by the Treasurer).

On behalf of my National Centre / Affiliate Member [\*] I would like to delegate our votes by proxy to the following National Centre / Affiliate Member [\*] who has agreed that they are willing to carry our votes<sup>7</sup>

.....  
(name of National Centre / Affiliate Member [\*] who will carry the proxy votes)

Signed: .....

Position in Organisation: .....  
(President / Secretary General)

Dated : .....

**[\*] delete as appropriate**

Please email this form to the AITA/IATA asbl Secretariat [secretariat@aitaiata.org](mailto:secretariat@aitaiata.org) by **9 June 2015**.

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<sup>7</sup> Please note that AITA/IATA asbl Council Members may **not** receive proxy votes. If you need assistance to identify or to contact a representative from a National Centre or Affiliate Member who will attend the World Congress and General Assembly in Monaco, please contact the Secretariat.

## **Policy and Procedures Documents**

These documents are on the aita/iata website

Go to this link for these documents: [www.aitaiata.org/gil/category/resources/policy\\_documents](http://www.aitaiata.org/gil/category/resources/policy_documents)

- Procedure for Awarding Official Status to International Theatre / Drama Events
- Bidding to Host the World Forum + International Theatre Festival
- Bidding to host the AITA/IATA asbl World Festival of Children's Theatre
- Guidelines for hosting an AITA/IATA asbl World Festival of Children's or Youth Theatre

Go to this link for information: [www.aitaiata.org/gil/category/resources/aita-iata\\_funds](http://www.aitaiata.org/gil/category/resources/aita-iata_funds)

- Solidarity Fund, background
- Culture & Education Fund: Funding Criteria & Conditions of Grant