

Confédération Mondiale de l'Accordéon

C.M.A.

STATUTES

TITLE 1 - CREATION of an ASSOCIATION - Goals and Activities

Article 1 :

Name: A world association is founded between the members with the present statutes:

- ☞ **La Confédération Mondiale de l'Accordéon – C.M.A.** is a Confederation gathering the members of other associations (national or others) legally with the C.M.A.
- ☞ The C.M.A. declares itself independent of all the existing international organizations but works towards the same goals. In no case, will it be put in competition.
- ☞ The C.M.A. is politically, religious, racially neutral and a **non profit making organisation**.
- ☞ Individuals or groups sharing the same interests for the accordion can join the C.M.A.
- ☞ The life of the C.M.A. is unlimited

☛ National associations must carry in their statutes the following statement:

The association X is a member of the C.M.A. (Confédération Mondiale de l'Accordéon) and commits itself to respecting the rules of procedure of the C.M.A. (attached to these statutes).

☛ If there does not exist, in their country, an association officially affiliated with the C.M.A.

Article 2 :

Goals and Activities

The C.M.A. aims to encourage and help **the promotion of the accordion in all its forms.**

☞ It coordinates, promotes and encourages all the initiatives of member associations and which work to the same cause.

☞ It helps to promote new recordings, new music and will follow closely the teaching and musical evolution of this instrument: **the accordion.**

☞ It organizes, for its part and under its total authority an annual Contest called the **TROPHEE MONDIAL DE L'ACCORDEON.**

☞ It supports the promotion of young or proven talent.

☛ Organization of concerts, conferences, spectacles...

☛ It will support contact with other organizations (associations, schools of music, academies, academies, colleges...) likely add to these.

☛ The C.M.A. will itself be able to create and promote its own ideas to this cause.

☛ A schedule of conditions approved by the General Assembly is carried in the appendix which lays down the methods and obligations of the organizers (municipalities, associations, sponsors...)

☛ Each member association must organize in the year a concert for the 2 winners (traditional senior category + senior variety category) and assume all expenses incurred.

☛ A copy of these statutes will be jointly signed by the C.M.A. and each member association.

TITLE 2 - ADMINISTRATION - Operation

<p>Article 3 : Headquarters The Registered office of the C.M.A. will always be that of the General Secretary.</p>	
<p>Article 4 : Members To be a member of the C.M.A., it is necessary to be approved by the Executive Management Committee which rules, on the requests for admissions as they are presented.</p>	
<p>Article 5 : Membership Categories:</p> <ul style="list-style-type: none"> ☞ Founding Members ☞ Active Voting Member ☞ Sponsoring Member ☞ Individual Member ☞ Partner Members ☞ Honorary Members <p>a)Active member (Delegate) Each association may name 2 official representatives (delegates) to the authorities of the C.M.A.</p> <p>b)Sponsoring Member Is a Person who shares the same ideals as the Confederation and who will make an annual financial contribution (or other) to the C.M.A.</p> <p>c)Individual Member (cf Article 1) In the absence of an association affiliated to the C.M.A. in a country, individual persons interested in the activities of the C.M.A. can adhere (after payment of an individual contribution) to the movement.</p> <p>d)Partner Member These are friendly associations maintaining identical activities (- Institutes - Colleges - Schools of Music - national or international Federations...) which are interested to maintain friendly relations and productive exchanges with C.M.A.</p> <p>e)Honorary Member These are personalities recognized for their services rendered (in the field of the music in general or in the field of the accordion in particular)</p> <p>In all the cases, the various members must be of good repute.</p>	

Article 6 :

RIGHTS AND OBLIGATIONS

The members of the C.M.A. must:

- ☞ Approve the statutes of the C.M.A.
- ☞ Discharge their financial contributions

- ☞ Each paid up member has the right to express its ideas at the time of the General Assembly.

- ☞ Membership is lost:
 - by resignation, addressed to the President either by letter, or by e-mail, or by fax.
 - by declaration by the Executive Management Committee for one the following reasons
 - ☞ non payment of the contributions
 - ☞ not respecting the statutes and regulations
 - ☞ Serious reasons
 - ☞ Loss of its civic rights

- ☛ A membership fee from each member association.
- ☛ An individual contribution for the others. (except honorary members)
- ☛ The various contributions are fixed annually at each General Assembly.

☛ Proposals are to be sent to the President and the Secretary-general one month before the meeting. They will be circulated to the members for consideration.

☛ In all the cases, an undeniable hard copy must exist.

The proposal can be accepted or refused by the Executive Management Committee.

The party (individual or group) will be invited by letter or e-mail to present its arguments before the proposal is voted upon.

Article 7 :

The authorities of the C.M.A. are:

- ☞ The General Assembly
- ☞ The Executive Management Committee
- ☞ The Artistic Committee

Article 8 :

The GENERAL ASSEMBLY

- ☞ **Date :** To be held during the Competition of the Trophée Mondial
- ☞ **Place:** The Country organising the Trophée Mondial
- ☞ **Participants :**

Voting members delegated by each of the member associations.
The members of the Executive Management Committee
The members of the Artistic Committee

 - ☞ Other members (sponsors - individual - groups - association partners – honorary)
- ☞ **Proxys:** Each voting member can, in the event of absence from the General assembly, appoint another voting member present to represent the association.

☛ The Communication carrying the agenda (fixed by the Management Committee) is sent to the voting members at least 30 days before the General Assembly

☛ 4 votes per member association

☛ In an advisory capacity but without being able to make decisions.

Mail or fax or e-mail must be addressed to the General Secretary before the opening of the congress and not during.

In the case where the number of proxies is higher than the number of participants, the vote will be accepted.

☞ **Quorum** : The General assembly has the right to rule if at least 1/3 of the voting members are present or are represented. (proxys)

☞ **Voting Procedure** : Only the delegates designated by member associations represented have voting rights. (provided that it is represented at least by a member present at the General meeting)

Members of the Management Committee, Artistic Committee or of other Committees do not have the voting rights.

The decisions are adopted by a simple majority, votes of the members present or represented within the General assembly. In the event of equality, the President will have the casting vote

The votes can be carried out either by a show of hands or by secret ballot (if at least half the members demand)

☞ **Tasks undertaken by the General Assembly:**

To deliberate on the reports relating to the management, the moral and financial situation of Association.

To fix the amount of the various fees.

To approve the presented audited accounts.

To appoint the auditors of the accounts preferably not from the management Committee.

At the time of the General assembly, issues raised must be as per the Agenda.

It may approve, ratifies or not, the timetable and details of the forthcoming contest.

It may proceed to the election (supporting arguments) of Honorary Members proposed by the management Committee.

It may elect to their positions (when the case arises) the persons in charge of the Artistic Committee which will represent officially the C.M.A.

It receives, examines the reports of member associations.

☛ The annual period of activity begins on September 1st and finishes on August 31st of the following year.

☛ By mail addressed to the General Secretary at least 2 months before the beginning of the General Assembly.

☛ In the event of absence of the President (in case of emergency) it is one of the vice-presidents who takes his place and inherits all his functions and his responsibilities.

<p>It proposes and votes to make modifications or amendments with the statutes.</p> <p>It fixes the date and the place of the Intermediate Congress.</p> <p>It examines and makes decisions on the various questions on the agenda raised by different the delegations.</p> <p>At the start of the General assembly, it is necessary and obligatory that the President reads and approves the report of the preceding General assembly. He presents the apologies of associations absent at the General assembly.</p>	
<p>Article 9 : EXTRAORDINARY GENERAL MEETING By request of at least one quarter of its active members, or by decision of the Management Committee, an extraordinary General meeting called in exceptional circumstances.</p>	<p>☛ The use will be that fixed by law.</p>
<p>Article 10 : EXECUTIVE MANAGEMENT COMMITTEE</p> <p>☛ It comprises of the following offices: -</p> <ul style="list-style-type: none"> ▪ 1 President ▪ 1 or several Vice-presidents ▪ 1 General Secretary (assisted by an Assistant Secretary) ▪ 1 Treasurer (assisted by an Assistant Treasurer) ▪ The Director of the Artistic Committee <p>☛ Committee members are elected for 4 years and are re-eligible.</p> <p>☛ 1 additional Vice-president (Honorary vice-president) will be named each year. He/she represents the association organising the Trophee Mondiale in that year.</p> <p>☛ Functions To organize, lead and manage the missions agreed by the General assembly. – The Committee dispatches the current businesses, takes initiatives and carries out them to best of their ability.</p>	

☞ **Meetings:**

1 during the Intermediate Congress

1 during the Congress preceding the General Assembly

In certain circumstances, the members can be consulted by mail, fax or e-mail.

VOTING SYSTEM :

☞ The current business can be dispatched by the General Secretary, with the agreement of the President.

☞ If the discussions are a little more delicate, one can add with these two people the opinions of one of the vice-presidents and the Treasurer.

☞ If the decision to be taken is more delicate, it is obligatory (that is to say by mail, fax or e-mail) to take the opinion of all the members of the Management Committee and then to vote.

In the case of equality, the President will have the casting vote .

☞ In negotiations of major importance (for example the meeting with the organizers of the Trophée), the documents will be signed by the President (or a vice-president in the event of need) and signed against by the General Secretary.

Very important documents will have to be approved by the General assembly.

The President will be able to assess the importance of business and to decide on the order of business.

Article 11 :
THE PRESIDENT

He is the most important person of the C.M.A.

☞ He convenes the General meetings and the meetings of the Executive Management Committee

☞ He represents the association in all civil acts and is invested with all power to this effect.

☞ He must participate in all legal proceedings in the name of association, as well as defending it when necessary.

☞ He is responsible for approval of expenses.

☛ In the event of his absence or death, he is to be replaced by the 1st vice president if necessary, failing this by the secretary-general or any other member of the Management Committee indicated for the occasion.

<ul style="list-style-type: none"> ☞ He prepares the annual reports, the management accounts and the draft budget which must be presented at the approval of the General Assembly. ☞ He presents to the general Assembly the various reports. 	
<p><u>Article 12 :</u> <u>The SECRETARIAT</u></p> <p><u>Composition :</u> 1 General Secretary 1 Assistant Secretary 1 Treasurer 1 Assistant Treasurer</p> <p><u>The General Secretary</u></p> <ul style="list-style-type: none"> ☞ He is the administrative arm of the President and his team. ☞ He is responsible for all administration of the association, the person in charge for correspondence and of the archives. ☞ He prepares with the agreement of the President, the general assembly and the meetings of the Management Committee (day - hour - agenda...) ☞ He presents at the General meeting a written report on the activities of the Management Committee. ☞ The voting members must be informed (by him) throughout the year of important events. ☞ He keeps up to date, minutes of the meetings and the signed copies on file. <p><u>The Assistant Secretary</u> To assist the Secretary-general in all his functions. To replace him in the event of emergency</p> <p><u>The Treasurer</u> Has responsibility with all that relates to the management of the finances of the Association.</p> <ul style="list-style-type: none"> ☞ He carries out all the payments and issue all the receipts under the guidance of the General Secretary ☞ The purchases and sale of items or other uses of the reserve fund are carried out with the authorization of the Executive Management Committee 	<ul style="list-style-type: none"> ☛ Preferably, these people should live close geographically in order to be able to function with a maximum effect. ☛ The minutes must be signed by the President and himself. The minutes must be written on numbered sheets

<p>☞ They maintain regular accounts, from day to day of all the operations undertaken</p> <p>☞ They present accounts to the General assembly which vote on their adoption.</p> <p><u>The Assistant Treasurer</u> To assist the Treasurer in all functions. To replace in the event of emergency.</p>	
<p><u>Article 13 :</u> <u>The Artistic Committee</u></p> <p>☞ Composition : 1 Director 1 Assistant Director 5 members (minimum)</p> <p>☞ Competences: The members named by proposition of the President of the C.M.A must be qualified musical experts in general and the accordion in particular.</p> <p>☞ Obligations : The members of the Artistic Committee meet at least twice in a year (Congress Intermediate - before, during and after the General assembly...)</p> <p>The Director, must present reports (oral and in writing) on the proposals decided by the group and submitted to the approval of the General Assembly.</p> <p>☞ Functions:</p> <ul style="list-style-type: none"> ▪ They examine and choose the Test Pieces (traditional junior and senior) for the Trophée Mondial. ▪ They encourage and help all initiatives aiming to promote and evolve/more positively the accordion. <p>☞ Vote : Each decision is taken after unanimous discussion of all present.</p> <p>In the case of a vote, by a simple majority of those present.</p> <p>In the case of equality, by the decision of the Director</p> <p>Motions will be presented for the approval of the Management Committee initially then of the General assembly.</p>	<ul style="list-style-type: none"> ☛ Replacing the Director in a case of necessity. ☛ They are elected for 4 years and maybe re-elected ☛ They can request to the composer certain readjustments of his music which he must adapt to the best possibilities (texture - registration...) of the instrument. ☛ Literature ☛ Formation of a musical library ☛ Contact with composers ☛ Organization of concerts, training courses, seminars, master class ☛ Contacts with other organizations (associations - schools of music - academies - academies - colleges...) likely to bring more to the C.M.A.

Title 3 – Annual Finances

Article 14 : FINANCES

☞ The financial year of the C.M.A. (cf article 8) begins 1st September and ends on 31st August of the following year.

☞ The Treasurer presents the financial report at the General Assembly.

☞ The General assembly selects 1 or 2 auditors who are not members of the Management Committee.

☞ The General assembly fixes the amount of the annual subscriptions.

- Subscriptions of member associations
- Entry fees for participating candidates.
- Contributions of individual or schools (cf Art.1)

☞ The annual finances (apart from the contributions) are composed:

- Various subsidies (State - Department - Communes - public Institutions or private)
- Own resources of the C.M.A. coming from its activities
- Gifts
- Of the reserve and all that is authorized by the law.

☛ The subscriptions must be paid within 3 months following the General Assembly.

☛ Notable sponsoring of the programme of the Trophée Mondial

☛ The reserve fund includes: -
 -The capital coming from the resale of contributions
 -Buildings possibly necessary to the operation of association
 -Capital coming from the savings made on the annual budget.

Article 15 : EXPENSES

☞ The expenses of the General Secretary (post – telephone expenses - paper - duplication - e-mail - etc...) are paid by the C.M.A.

☞ The travelling expenses necessary for discharging various duties and obligations of the President and the Secretary-general by the C.M.A. are paid by the C.M.A.

☞ Other members of the Management Committee are not entitled to receive any remuneration for activities confined to them.

☞ They can however obtain the refunding of expenses (petrol - tolls - meal...) for the needs for the C.M.A., on justification and after agreement of President.

☛ The Management Committee may set up subgroups each given a task. The person in charge for the subgroup is invested with necessary authority defined by the President to fulfill the task which is entrusted to him.

☞ A sum of money can be placed at the disposal of a association member, with the agreement of the President to undertake a particular task which is entrusted to him in order to provide for the expenses which are made. The association member must justify any expenditure.

TITLE 4 – Modification of the Statutes and Dissolution

Article 16 :

MODIFICATION OF THE STATUTES

The statutes can only be modified or supplemented by proposal of the Executive Management Committee or a quarter (1/4) of the members who constitute the General Assembly. The text of the modifications must be communicated to

Monsieur le Préfet du Département

The General meeting called to consider the modification of the statutes considers it only if 50% + one of the active members are present. If this quorum is not reached, a new General meeting must be convened. In all the cases, they can only be amended by majority of the 2/3 (two thirds) of the members present or represented.

Article 17 :

DISSOLUTION

Only an extraordinary General meeting especially convened by decision of the Management Committee or by request of at least ¼ (quarter) of the members of the C.M.A. can come to a conclusion about the dissolution of Confédération

It must be represented by at least 50% plus one of its members. If this quorem is not reached, a second assembly must be convened. It can be validly discussed whatever the number of members present. In all cases, dissolution can be only carried by the majority of the 2/3 (two thirds) of the members present.

One or more liquidators can be named by the General meeting, if it is necessary, is reserved in accordance with article 9 of the law of July 1, 1901 and to the decree of August 16 1906. The deliberations of the General meeting relating to dissolution are immediately addressed to: *Monsieur le Préfet du Département*.

TITLE 5 – Administration Formalities

Article 18 :

The President must carry out, with Precision, the declarations laid down in article 3 of the decree of August 16th 1901, bearing payment of public administration for the application of the law of July 1, 1901 and concerning in particular:

- The declaration of the association
- The modifications made to the statutes
- The changes of title of the Association
- The transfer of the registered office
- The changes which have occurred within the Management Committee

Article 19 :

MINUTES

The Minutes of the Assemblies and the Management are made by the General Secretary and signed by the President and the General Secretary and at least one member of those present at the meeting. The General Secretary delivers, on request, all signed copies which are taken with respect to the association and the committees.

Article 20 :

RULES OF PROCEEDURE

The rules of procedure is prepared by the Executive Management Committee and adopted by the General meeting. These rules of procedure determine the conditions of the C.M.A., in conformity with the present statutes.

These Rules of proceedure comes immediately into force, on a purely provisional basis, until it is submitted to the General Assembly meeting. It becomes final then after its approval.

Article 21 :

The President, in the name of the Management Committee, is charged to fulfil all the formalities of this Declaration and the legally publicised documentation in force. All the capacities are given to the carrier of these statutes for the execution of the lawful formalities.

Signatures of these Statutes:

President

Frédéric DESCHAMPS

General

Secretary

Jacques MORNET

Vice Presidents

Raymond RODELL

Beniamino LUCIANI

Treasurer

Nathalie BOUCHEIX

Assistant Secretary

Pascal MEURGÉ

Assesneur

Roman JBANOV

SIEGE SOCIAL

Confédération Mondiale de l'Accordéon
Les Ludines
63950 SAINT-SAUVES D'AUVERGNE (France)

Made at Saint-Sauves d'Auvergne
(France)

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