

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).

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 is encouraged to organize in the year a concert for at least the 2 winners (traditional senior category + senior variety category) and assume all expenses incurred

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: <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> </p>	<p>They will have: - right to speak - right to vote in all the meetings (Congress - General meetings)</p> <p>Give cash, material, promotion under all its forms of the C.M.A.</p> <ul style="list-style-type: none"> ☛ The amount of the annual subscription is fixed by the Executive Committee They will have no decision making rights. It is the 1st stage leading to the creation of a truly national association which will become active member. ☛ They are not obliged to pay the annual membership. ☛ They are elected at the time of a General Assembly and must obtain a majority of the votes of the members present.

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 by the Executive Committee

☛ 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 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 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 Committee

 - ☞ Other members (sponsors - individual - groups - association partners – honorary)
- ☞ **Proxy's :** Each voting member can, in the event of absence from the General assembly, appoint another voting member present to represent the association.
In the case where the number of proxies is higher than the number of participants, the vote will be accepted.

☛ 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.

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

☞ **Voting Procedure :**

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 Executive 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 which will represent officially the C.M.A.

It receives, examines the reports of member associations.

It examines and makes decisions on the various questions on the agenda raised by different the delegations.

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.

☛ 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>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 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 <p>☛ Committee members are elected for 4 years and are re-elected by tacit agreement.</p> <p>☛ 1 additional Vice-president (Honorary vice-president) will be named each year. He/she represents the association organising the Trophée Mondiale in that year.</p> <p>☛ Functions The Committee dispatches the current businesses, takes initiatives and carries out them to best of their ability.</p> <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.</p> <p>VOTING SYSTEM :</p> <p>☛ The current business can be dispatched by the General Secretary, with the agreement of the President.</p> <p>☛ If the discussions are a little more delicate, one can add with these two people the opinions of one of the vice-presidents.</p> <p>☛ 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 Executive Committee and then to vote.</p>	<p>The President will be able to assess the importance of business and to decide on the order of business.</p>

<p>In the case of equality, the President will have the casting vote.</p> <ul style="list-style-type: none"> ☞ 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. 	
<p>Article 11 : <u>THE PRESIDENT</u></p> <p>He is the most important person of the C.M.A.</p> <ul style="list-style-type: none"> ☞ He convenes the General meetings and the meetings of the Executive 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. ☞ 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. 	<ul style="list-style-type: none"> ☛ 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.
<p>Article 12 : <u>The SECRETARIAT</u></p> <p><u>Composition :</u> 1 General Secretary</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 Executive Committee (day - hour - agenda...) 	<ul style="list-style-type: none"> ☛ The minutes must be signed by the President and himself. The minutes must

<ul style="list-style-type: none"> ☞ He presents at the General meeting a written report on the activities of the Executive 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 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 ☞ They maintain regular accounts, from day to day of all the operations undertaken ☞ They present accounts to the General assembly which vote on their adoption. 	<p>written on numbered sheets</p>
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Title 3 – Annual Finances

<p><u>Article 13 :</u> <u>FINANCES</u></p> <ul style="list-style-type: none"> ☞ 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. ☞ The General assembly fixes the amount of the annual subscriptions. <ul style="list-style-type: none"> - 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: <ul style="list-style-type: none"> - Various subsidies (State - Department - 	<ul style="list-style-type: none"> ☛ 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
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<p>Communes - public Institutions or private)</p> <ul style="list-style-type: none"> - Own resources of the C.M.A. coming from its activities - Gifts - Of the reserve and all that is authorized by the law. 	<p>contributions</p> <ul style="list-style-type: none"> -Buildings possibly necessary to the operation of association -Capital coming from the savings made on the annual budget.
<p>Article 14 : <u>EXPENSES</u></p> <ul style="list-style-type: none"> ☞ 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 cannot 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. ☞ A sum of money can be placed at the disposal of an 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. 	<ul style="list-style-type: none"> ☛ The Executive Committee may set up subgroups each given a task. The person in charge for the subgroup is invested with the necessary authority defined by the President to fulfill the task which is entrusted to him.

TITLE 4 – Modification of the Statutes and Dissolution

<p>Article 15 :</p> <p>MODIFICATION OF THE STATUTES</p> <p>The statutes can only be modified or supplemented by proposal of the Executive Committee or a quarter (1/4) of the members who constitute the General Assembly. The text of the modifications must be communicated to</p> <p style="text-align: center;"><i>Monsieur le Préfet du Département</i></p> <p>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.</p>	
<p>Article 16:</p>	

DISSOLUTION

Only an extraordinary General meeting especially convened by decision of the Executive Committee or by request of at least $\frac{1}{4}$ (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 quorum 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 $\frac{2}{3}$ (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 17:

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 Executive Committee

Article 18:

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 19 :

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 procedure 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 20:

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 BODELL