

International Federation for Public History (IFPH) ¹,
Non profit association



Statutes

Between the undersigned:

- 1) Thomas, Cauvin, Professor; Luxembourg;
- 2) David, Dean, Professor; Canada;
- 3) Joanna Wojdon, Professor; Poland

and all those who will become members thereafter, is constituted a non-profit association governed by the law of April 21, 1928, as amended, and by the present statutes.

PREAMBLE

Public History is a field in the historical sciences made up of professionals who undertake historical work in a variety of public and private settings for different kinds of audiences. The settings in which they work, often with the public, may include international and transnational organizations, governments at all levels, as well as local, regional, or national non-profit, corporate, cultural and educational institutions. Public historians base their research on a wide range of material culture, visual, oral, aural, digital, written and other traditional and nontraditional forms of historical evidence. They interpret this evidence and present their research not only in scholarly publications, but also in museums, historic sites, government reports, through the internet, and elsewhere.

In 2010 the International Federation for Public History was designated as an Internal Commission of the International Congress of Historical Sciences, a non-governmental organization created in order to promote the historical sciences through international cooperation. The General Assembly decided to transfer the Federation Headquarter in Luxembourg.

¹Fédération Internationale pour l'Histoire Publique (FIHP)

The IFPH's mission is to:

- Create an international network of public history individuals, as well as organizations and academic programs that support public history work;
- Facilitate the international exchange of information on research, practice, and teaching in public history;
- Share recommended professional and academic best practices, including standards for evaluating public history scholarship;
- Foster participation of public historians and their organizations in international congresses and other meetings of scholars and practitioners in the field and especially in the Federation's annual Conference;
- Promote and facilitate the diffusion of research results and of collaborative work (publications, common projects, etc.) developed by IFPH institutional and individual members.

I. NAME, PURPOSE AND STATUTORY SEAT

Article 1: Designation It is hereby formed between the founding members and all those who subsequently become members, a non-profit association called "International Federation for Public History" in abbreviated form "IFPH" (hereinafter "the Association", "the Federation").

Article 2: Purpose The purpose of the association is to encourage, promote and coordinate - at an international level - the research, practice and teaching of public history.

Article 3: Independence The Association pursues its work in strict political, ideological and religious independence.

Article 4: Statutory seat The association has its seat in Esch-sur-Alzette. The statutory seat may be transferred to any other place in the Grand Duchy of Luxembourg by simple decision of the Steering Committee.

Article 5: Duration The duration of the association is illimited.

II. MEMBRSHIP

Article 7: Membership Members, whose number may not be less than 3 (three), shall be admitted by deliberation of the Steering Committee following a written or verbal application. The Steering Committee shall decide on admissions by an absolute majority of the directors present or represented. It is not obliged to give reasons for refusing admission.

Membership of the Federation is open to individuals, societies, institutes, programs and any other organization, primarily engaged in public history activities. Individual members and organizations have only one vote in the elections or in decisions concerning the Federation.

IFHP members will be encouraged to help create and maintain an international public history communication network and to participate in the Federation's activities at regular meetings of the International Congress of Historical Sciences, in the annual Conference of the Federation and other events.

Article 8: Subscription Founding members, as well as any new member of the Association, shall be required to pay an annual subscription, the amount of which shall be fixed for both individual and organizational members by the Steering Committee. The amount of the annual fee shall not exceed 100 euros. If a member contributes in excess of the annual fee determined by the General Assembly, the said excess shall be considered as a free donation to the Association, intended to further the achievement of its purpose. Each member shall pay its subscription on the due date. The Steering Committee may under certain conditions grant a total or partial exemption from membership fees.

Article 9: Members commit to respect the principle and purpose of the Association and the decisions of the General Assembly and the Steering Committee. Any application for membership of the Association shall automatically imply acceptance of the provisions of these Statutes.

Article 10: Termination of membership results from :

- the written resignation addressed by simple letter to the Steering Committee,
- the death of the natural person or the dissolution of the legal entity,
- resignation by operation of law in the event of non-payment of the annual membership fee within 6 (six) months of the due date,
- expulsion by the General Assembly for serious reasons or if, in any way, they seriously damage the interests of the Association or do not respect the conditions set

out in Article 9 of these Statutes. From the time of the proposal for exclusion made by the Steering Committee until the final decision of the General Assembly ruling by a two-thirds majority of the votes, the member whose exclusion is being considered shall be automatically suspended from his or her social functions.

Article 11: A member who resigns or is expelled shall have no right to the social fund and may not claim reimbursement of the contributions paid.

Article 12: The list of members shall be completed each year by indicating in alphabetical order the changes that have occurred among the members within one month of 31 December of each year.

III. THE GENERAL ASSEMBLY

Article 13: **The General Assembly**, which is composed of all members, is convened by the Steering Committee regularly once a year and, extraordinarily, whenever the interests of the Association require it or when one fifth of the members request it in writing and propose an agenda to the Steering Committee.

Article 14: The General Assembly must deliberate on the following matters:

- Amendment of the statutes and, where appropriate, the internal regulations;
- The appointment and dismissal of directors and, if applicable, of the auditors;
- The approval of budget and accounts within six months of the end of the financial year, unless this period is extended by the General Assembly;
- Dissolution of the Association;
- Expulsion of a member;
- The exercise of any other powers laid down by law or by these Articles of Association and which are not attributed to other bodies.

Article 14: **The convocation** shall be made at least 30 days before the date fixed for the General Assembly, by postal or electronic mail, mentioning the proposed agenda. The General Assembly shall be convened at least one (1) month in advance and shall be held during its annual conference, within the framework of the International Congress of Historical Sciences or at any other place specified in the convocation.

Article 15: Any written proposal signed by at least one-twentieth of the members on the last annual list must be placed on the agenda. No decision may be taken on an item not included in the agenda.

Article 16: All members shall have equal voting rights in the General Assembly and resolutions shall be passed by an absolute majority of votes subject to the provisions of Articles 10 and 24. Each member may represent only one other member. The member may also be represented by a third person of his/her choice. The proxy mandate must be in writing.

Routine decisions shall be taken by a simple majority of those present. At least two thirds of the members of the Federation must be represented, in person or by written proxy, to reach a quorum. If this quorum is not reached, a new meeting shall be convened within the same time limit and shall decide by a simple majority of those present.

Decisions concerning the Federation may also be taken by electronic ballot of the members. In this case an absolute majority of the members is required. Amendments to the Federation's By-Laws, either at the General Assembly or by electronic ballot, require a two-thirds majority of the full membership.

Article 17: The resolutions of the General Assembly, signed by two members of the Steering Committee, shall be brought to the attention of members and third parties by post or

electronic means. They shall be kept in a register at the Association's headquarters, which may be consulted by members and third parties on request.

IV. STEERING COMMITTEE

Article 18:

The Association is managed by a Steering Committee composed of 3 to 8 directors, elected by a simple majority of votes by the General Assembly. Their mandate is 4 years, renewable once. These mandates are staggered so that at least one member is replaced every year. The terms of the members of the steering committee will begin on January 1 of the year following the election. All terms for specific offices are renewable once and a Steering Committee member may be elected to a different office on the Committee, i.e. an at-large member may subsequently be elected President, etc. In no case may any individual serve more than twelve consecutive years on the Steering Committee (3 mandates of 4 years).

Voting for members of the Steering Committee will be done electronically. If an officer or board member cannot serve his/her entire term, an emergency election may be called by the President of the Steering Committee. The Nominating Committee will solicit 4 nominees and send out an e-mail ballot as soon as possible. Members will have one month to return their ballots, which will be counted by the officers. The remaining Board members will verify the results and the elected person will begin his/her term of office as soon as the election is verified by the entire Steering Committee. The newly elected person will serve out the remaining term of office for the person that he/she replaced.

In the event of a vacancy, the Governing Board may provisionally provide for the replacement of this director by co-option. This appointment by co-option shall be subject to the approval of the next General Assembly to be held. The decisions of the Steering Committee shall be taken in a collegial manner. In particular, it appoints from among its members a President, a Secretary and a Treasurer.

The Steering Committee may also appoint advisers and observers from within or outside its midst.

The Steering Committee may also set up permanent or temporary commissions that it deems necessary for the proper functioning of the association.

The Steering Committee may also appoint advisors and observers from within or outside the Steering Committee.

The Steering Committee may also set up permanent or temporary committees which it deems necessary for the smooth running of the association.

Article 19: The Steering Committee shall be convened by its Chairman whenever the interests of the Association so require or at the request of half of the directors. It may only validly deliberate if at least half of the directors are present or represented. Each director may represent only one other director. The mandate must be in writing. All decisions shall be taken by an absolute majority of the votes.

Article 20: The Steering Committee shall manage the affairs of the Association and represent it in all judicial and extrajudicial acts. With regard to third parties, the Association shall be validly bound by the signatures of two directors in office.

The Steering Committee shall be entrusted with the broadest powers for the administration and management of the association, with the exception of those powers expressly reserved by law or by these statutes for the General Assembly. It may without limitation confer all necessary special powers on representatives of its choice, whether or not they are members of the association.

The day-to-day management of the Association's affairs may be delegated by the Steering Committee, to the exclusion of all other powers, either to an associate or to a third party.

The functions of the members of the Steering Committee shall include, but are not limited to, the following:

- The President of the Board directs the organization, convenes general meetings, appoints and supervises the activities of the sub-committees, assists the ad hoc sub-committee in elections and acts as the official spokesperson of the Federation. The President also acts as the Federation's delegate to the International Congress of Historical Sciences.
- The Secretary shall be responsible for the website and the regular communications of the Federation. He also acts as an alternate delegate to the International Congress of Historical Sciences.
- The President shall delegate members of the Steering Committee to provide a link with the National Council on Public History and any other organization related to the Federation's mission.
- The Treasurer manages all financial matters of the Federation.

Article 21: The Steering Committee shall submit annually, within six months of the end of the financial year, to the General Assembly for approval the activity report, the accounts for the previous financial year and the budget for the next financial year.

Article 22: All functions exercised in the bodies of the Association are of a voluntary nature and are exclusive of any remuneration.

Article 23: The resources of the Association include but are not limited to:

- membership fees,
- self-financing,
- subsidies and grants,
- donations or legacies in its favor authorized under the conditions of Article 16 of the amended law of 21 April 1928 on non-profit associations and foundations.

V. AMENDEMENT OF THE STATUTES, DISSOLUTION AND LIQUIDATION

Article 24: The General Assembly may only validly deliberate on amendments to the statutes or the dissolution of the association if the purpose of such amendments or dissolution is specifically stated in the notice of meeting and if two thirds of the members are present at the meeting. Any amendment to the statutes or dissolution can only be adopted by a two-thirds majority of the votes cast.

If two thirds of the members are not present or represented at the first meeting, a second meeting may be convened which may deliberate regardless of the number of members present; but, in this case, the decision shall be subject to approval by the civil court.

However, if the amendment to the Statutes relates to any of the objects for which the Association was established, these rules shall be amended as follows:

- a) the second assembly will only be validly constituted if at least half of its members are present or represented;
- b) the decision is only accepted in one or the other assembly if it is voted by a majority of three quarters of the votes;
- c) if, in the second meeting, two thirds of the members are not present or represented, the decision will have to be approved by the civil court.

Article 25: In the event of dissolution of the Association, its assets shall be allocated, after liquidation of liabilities, to an association with similar aims.

Article 26: Final provisions

For all points not regulated by the present statutes, the association declares that it will submit to the provisions of the law of 21 April 1928, as amended, as well as, if applicable, to the internal regulations in force.

The Constituent General Assembly, convened in an extraordinary meeting, unanimously passed the following resolutions:

- 1) The General Assembly decided to set the initial membership fee at 60 euros for the members referred to in Article 7 and 40 euros for persons that can prove their student status.

The Steering Committee then met and unanimously appointed:

- Thomas Cauvin, University Professor, Differdange, Luxembourg as President
- Chantal Kesteloot, Historian, Brussels, Belgium as Secretary.
- David Dean, University Professor, Ottawa, Canada as Delegate.
- Joanna Wojdon, University Professor, Wroclaw, Poland as Delegate.
- Tanya Evans, University Professor, Sydney, Australia as Delegate.
- Anita Lucchesi, Historian, Brussels, Belgium as Treasurer.
- Jimena Perry, University Professor, New-Rochelle, United States of America, Delegate.