



Constitution

This document is a free translation, approved by the Committee, of the Constitution (Statuts) of the Club. In case of difference or dispute, the French version shall prevail.

Article 1: Name of the association

This association, governed by the Act of 1 July 1901 and the Decree of 6 August 1901, was founded by its Members and is named:

CLUB INTERNATIONAL DU QUERCY (hereinafter referred to as the Club)

Article 2: Aims and means of the association

- a) To welcome foreigners to the Quercy region and to facilitate their integration by interacting with the French community by organising:
 - language workshops, conducted by volunteers;
 - cultural workshops and recreational activities;
 - activities which enhance Members' health;
 - walks, excursions and trips;
 - cultural and festive events, all promoting conviviality, open to all.
- b) The Club can organize or participate in any activity or event to contribute to local social life that would not violate its code of conduct.

Article 3: Headquarters

The headquarters of the Club is situated at 22, avenue du stade, Montaignu de Quercy. It may be moved by decision of the Committee, subject to ratification by the next General Meeting of the Club.

Article 4: Resources of the Club

The resources of the Club comprise:

- membership fees;
- contributions from Members and people outside the Club to finance certain activities;
- products arising from its activities;
- grants arising from agreements with public or private entities;
- donations and legacies.

Article 5: Membership

The Club membership consists of:

- Honorary members: those who have been recognised for the service that they have given to the Club. They are proposed by the Committee and appointed by the Annual General Meeting.
- Ordinary members, those who are up to date with payment of their dues.

(hereinafter referred to as Member(s))

To become a member of the Club applicants must be at least 16 years of age and enjoy full civil rights.¹ Membership applications are approved by the Bureau of the Club.

¹ In practice this means the prospective member is not disqualified from voting in France.
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Membership is terminated by:

- resignation;
- death;
- expulsion by the Committee for non-payment of dues or serious violation of the Constitution. The Member concerned is first invited by registered letter to explain his/her point of view to the Bureau.

Article 6: Code of Conduct

The Club prohibits all political or religious propaganda in its activities as well as all behaviour detrimental to the respect or dignity of others.

Article 7: Committee

The Club is governed by the Committee consisting of a maximum of 15 Members of the Club, elected by the General Meeting (Assemblée Générale). The Committee is responsible in law for ensuring that it is operated and managed in accordance with this Constitution. It is renewed every two years by the General Meeting. The term of a Committee member is two years. No Committee member may serve more than three consecutive terms. A call for candidates is launched before the General Meeting and the submission of applications is closed three days before the date of the General Meeting.

In the event of resignation by a Committee member during the course of his/her term of office, the remaining members of the Committee may co-opt a provisional replacement. The definitive replacement is confirmed at the next General Meeting. The term of office of the replacement Committee member expires at the time that the term of office of the replaced member would have expired. Such new Committee members have the same rights and the same duties as the members they replaced.

Article 8: The Bureau

The Bureau is the executive committee of the main Committee and consists of the President and other members of the Committee. It consists of:

- the Secretary, with or without a Deputy Secretary;
- the Treasurer, with or without a Deputy Treasurer;
- one or more Vice Presidents, representative of the different nationalities.

No member of the Committee may hold more than one post on the Bureau, neither in fact nor in effect.

The election of members of the Bureau is organised as follows: at its first meeting the Committee, chaired by its eldest member, elects the President by secret ballot. The President, once appointed, takes over the chairmanship of the meeting and the election, always by secret ballot, of the other officers after a call for applications. Election of the members of the Bureau is by absolute majority of the votes cast, failing which there is a second ballot. If the second ballot fails to reach an absolute majority there is a third ballot, this time requiring a relative majority.²

² An absolute majority requires at least 50% of the votes cast. A relative majority means the highest number of votes cast.

Article 9: Meetings of the Committee

The Committee meets at least once every two months at the convocation of the President, addressed to Committee members at least 10 days in advance. Such period of notice may be shortened on the agreement of at least half of the members of the Committee. A meeting of the Committee can also be called by a quarter of its members.

Meetings of the Committee are chaired by the President or in his absence by the eldest Vice-president.

Decisions of the Committee are taken by an absolute majority of all its members. In case of a tie, the Chairman has the casting vote.

Any member of the Committee who, without valid excuse, fails to attend three consecutive meetings will be deemed to have resigned and will be replaced.

The meetings of the Committee are prepared by the Bureau, which meets as often as necessary. The Bureau defines the meeting agendas and strives to make every effort to facilitate the understanding of those Committee members not fluent in the French language.

The minutes of the Committee are included in the Register of Club minutes. This Register can be consulted by any Member on request to the Secretary. Committee minutes, prepared by the Secretary, are subject to adoption by the Committee, with minimum delay, before they are added to the Register. The minutes of each meeting of the Committee are distributed to Members by email and posted on the Club notice board as soon as possible.

Article 10: Accounts and Financial Examination

The accounts of the Club are the responsibility of the Treasurer, if applicable with the assistance of the Deputy Treasurer, using appropriate software and in accordance with applicable standards. The latest income and expenditure report and balance sheet may be consulted by any Member on request to the Treasurer.

The accounts are verified annually prior to the Annual General Meeting by one or two Financial Examiners elected by the Annual General Meeting for the following financial year. They may be reappointed.

The Treasurer provides the accounts to the Financial Examiner(s) on a timely basis, such that they can examine them prior to the next Annual General Meeting and reach their conclusions in due time.

The role of Financial Examiner is incompatible with that of a member of the Committee.

Article 11: Ordinary General Meeting

The Ordinary General Meeting is open to all Members up to date with their membership subscription. It is held each year, at the latest by March 31st. Members are notified of the Ordinary General Meeting at least 21 days in advance thereof. The agenda is included in the notice of meeting.

Members who cannot attend may give their voting proxy to another Member present at the Ordinary General Meeting. Each Member can accept only one such proxy.

The President, assisted by members of the Committee, chairs the Ordinary General Meeting and reports on the performance of the Club in fulfilling its objectives. The Secretary reports on the Club activities during the previous year. The Treasurer reports on the financial situation of the Club. The Financial Examiners advise their findings. Each of these reports is subject to adoption by the General Meeting. The Treasurer also presents the provisional budget for the forthcoming financial year.

Once all other items on the agenda as well as consideration of any other business have been completed, the final item on the agenda is renewal of the Committee. This election is by secret ballot if the number of candidates exceeds the number of positions to be filled.

Decisions of the Ordinary General Meeting are by absolute majority² of those present or represented.

The minutes of the General Meeting are adopted by the Committee as soon as possible after the General Meeting. They are added to the Club's Register of Minutes and distributed to Members by email and posted on the Club notice board.

Article 12: Extraordinary General Meeting

An Extraordinary General Meeting can be called by the Committee or by at least a quarter of the members and is conducted in the same manner as the Ordinary General Meeting.

The agenda is prepared either by the Committee if it has called the meeting, or by those members who have called it. No other items can be added to the agenda of an Extraordinary General Meeting.

Article 13: Internal Rules

Internal Rules intended to address the various points not covered in the Constitution, notably those relating to the internal administration of the Club, are established by the Committee and become effective on approval by the General Meeting. Any amendment to such rules shall also be subject to the approval of the next General Meeting.

Article 14: Dissolution

In case of dissolution demanded by two thirds of the Members present at a General Meeting, a liquidator will be appointed by it and assets, if any, shall vest in accordance with Article 9 of the Law of 1 July 1901.

Article 15: Legal Representative

The Legal Representative of the Club is the President. This function may be delegated by the President to another member of the Committee.