

International Sachsensymposion

Working Group for the Archaeology of the Saxons and their Neighbours in
north-western Europe

International non-profit-making association

Number: 875.072.830

Registered seat: Vlaams Instituut voor het Onroerend Erfgoed

Koning Albert II-laan 19 – bus5

B – 1210 Brüssel

Preamble

The formation of the international non-profit-making association “International Sachsensymposion – Working Group for the Archaeology of the Saxons and their Neighbours in north-western Europe” arises from the desire of the signatories to continue and secure for the future the work of the Arbeitsgemeinschaft für Sachsenforschung which was founded in 1949 at Cuxhaven. These Statutes therefore adopt fundamentally the same aims and objectives as those of the Arbeitsgemeinschaft für Sachsenforschung, which were confirmed in the Statutes of 1956 in Stade and of 1997 in Mannheim, when it was redefined as a Working Group for the Archaeology of the Saxons and their Neighbours in north-western Europe.

Statutes

The signatories of this charter who are named at the end agree the formation of a Society for themselves and all those who in future will become members of the Society, as an international non-profit-making association according to Belgian legislation under the terms of the laws of 27th June 1921 and of 2nd May 2002 about non-profit-making associations, international non-profit-making associations and trusts.

I. Name of the Society, Seat, Address, Aims and Objectives, Activities, Duration

Article 1 – Name

The name of the international non-profit-making Society is “International Sachsensymposion. Working Group for the Archaeology of the Saxons and their Neighbours in north-western Europe. International non-profit-making association”, hereafter “the Society”.

As working titles the abbreviations “International Sachsensymposion”, “Sachsensymposion” or “ISS” are permitted.

The Society complies with the regulations of title III of the Belgian law of 27th June 1921 about non-profit-making associations, international non-profit-making associations and trusts.

Art. 2 – Seat

The seat of the Society is: Vlaams Instituut voor het Onroerend Erfgoed (VIOE), Ministerie van de Vlaamse Gemeenschap, Koning Albert II-laan 19/bus 5, B-1210 Brüssel.

In case of a relocation of the seat of the Society to a place outside Belgium the Society will be automatically disbanded according to Belgian legislation.

The Executive Council can decide to relocate to any place in Belgium. This decision will be published in the annexes of the Belgian State Gazette and the Federal Public Service for Justice will be informed.

Art. 3 – Aims and Objectives

a – In accordance with Art. 46 of the laws of 27th June 1921 and of 2nd May 2002 the Society will neither conduct any industrial or trading business nor seek any material gains or advantages for its members.

b – In general, the Society emphasises the promotion of scientific aims, of scientific exchange and international collaboration.

c – In particular, the aims and objectives of the Society are focused on scientific events, and the advancement of the scientific and academic archaeological research of the (old) Saxons and their neighbours in north-western Europe, especially between the 1st and the 8th centuries. Among these aims are also the scientific and academic archaeological research of the historically known migrations of peoples and groups of peoples in northern and north-western Europe and the related historical and cultural circumstances and connections.

d – The Society achieves its aims primarily through annual conferences or symposia, which offer a recurrent forum for the presentation and discussion of research. Scientific publications about the research topic are also possible.

e – The Society can fulfil its aims and objectives at any place and at any time and it can collaborate with societies, associations, trusts, private and public organisations and institutions of related aims and objectives.

f – The Society can use any available communication media or media in general to fulfil its aims and objectives.

Art. 4 – Duration

The Society is founded for an unspecified duration.

II. Membership: Members, Admission, Withdrawal, Exclusion, Members' Register

Art. 5 – Members

Only individuals can become members of the Society.

The Society consists of full and associate members. The full members form the Co-ordinating Committee, whose meetings are the General Meetings.

The first full members are the signatory founding members.

The meeting of the full and associate members is called the Membership Meeting.

The Co-ordinating Committee can nominate honorary members. Honorary members have no vote, but can participate in an advisory capacity at the Membership Meetings.

Full members can be representatives from Germany, United Kingdom, Belgium, the Netherlands, France, Norway, Finland, Sweden and Denmark.

Full and associate members from one country join together in a so-called national group. All members with the same nationality form the national group. However, a member whose nationality and country of long-term workplace differ can be allocated to the other national group. The decision about the allocation is made by the Co-ordinating Committee in agreement with both national groups that are involved. Each country will have a minimum of one full member and a maximum number of four full members. Full membership is limited by the age limit of 65 years. This limit will be applied at the end of the following annual conference. New full members are elected by simple majority in their national groups.

The exact number of full members per country is determined by the Co-ordinating Committee by simple majority. This is decided for the first time at the first General Meeting.

Art. 6 – Admission

At the foundation of the Society the Co-ordinating Committee acts as the first Membership Meeting.

New associate members are nominated to the Co-ordinating Committee by the national groups. Members of the national groups are free to nominate candidates for an associate membership whose research work fulfils the criteria of Art. 3 of the Statutes.

Nominations need to be seconded by at least five full or associate members. The nominations are delivered in writing with five signatures of the supporters to the chair of the Co-ordinating Committee by a full member of the national group before the next meeting of the Co-ordinating Committee. The Chair is obliged to hold a vote on the nomination in the meeting of the Co-ordinating Committee. The admission of an associate member needs the simple majority in a secret ballot of the Co-ordinating Committee.

The number of associate members is not limited. They can be of any nationality.

An occasional invitation to an annual conference is not to be understood as the admission as an associate member. For an occasional invitation to an annual conference membership is not necessary.

Art. 7 – Withdrawal, Leaving, Exclusion

Every member is free to withdraw at any time from the Society by notifying the Co-ordinating Committee in writing.

The exclusion of a member can only be pronounced by the Co-ordinating Committee when two thirds of the members who are present or represented voted for it. Reasons for exclusion of a member include five years of continuous non-attendance of the annual conferences or symposia, and non-payment of contributions that are owed. The Co-ordinating Committee will vote on the exclusion.

The Chair or his/her deputy informs the member about the decision to exclude him or her. The exclusion is only final once the affected member has been heard by the Chair or his/her deputy in person or in writing and the Co-ordinating Committee has confirmed the exclusion by a new vote with a two third majority of the members who are present or represented. This second vote can be organised in writing by the Chair or his/her deputy.

A member who has withdrawn or has been excluded and the legal successor of a deceased member have no claim to the property of the Society. They cannot demand the refunding of any payments.

Art. 8 – Members' Register

The Co-ordinating Committee maintains a register of members which is accessible to the members. This register contains surnames, first names and, if desired, the private addresses of the members, the professional addresses, or workplaces and the digital addresses.

Full members are obliged, and associate members are requested, to inform the Co-ordinating Committee as to which address is most suitable for statutory notices and invitations. Full members are obliged to notify the office of the Co-ordinating Committee as quickly as possible about any changes of their private and as far as possible professional addresses.

Decisions about admission, withdrawal and exclusion of members have to be entered into the register within three months after the Co-ordinating Committee has decided.

The members' register is kept by the Chair of the Society and at the seat of the Society. Every member has the right to inspect the register at any time.

However, the Co-ordinating Committee can decide about the medium of communication that is most suitable for the inspection.

Art. 9 – Contributions

The Co-ordinating Committee can decide on an annual contribution that is paid by the members. However, the contribution must not exceed € 2500.00.

If there are annual contributions the Co-ordinating Committee decides what method of payment is most appropriate.

III. General Meeting and Executive Council

Art. 10

The Co-ordinating Committee is formed by the full members and acts as the General Meeting according to the law. It is the highest body of the Society. Full members represent the interests of the associate members of their respective national groups.

The Executive Council can invite further people to the meetings of the Co-ordinating Committee at any time. These invitees have no vote and can participate in the meetings of the Co-ordinating Committee only in an advisory capacity.

The term in office of the full members is five years and starts after the meeting where they were elected. The first term of office starts with the foundation of the Society. Re-election is possible without any limitations.

Art. 11

The full members exercise their mandate without any remuneration.

Art. 12

The Co-ordinating Committee is only quorate when at least half of the full members are present or represented.

Art. 13

The full members, either present or represented, elect in a meeting of the Co-ordinating Committee an Executive Council. The Executive Council is the managing body of the Society and is composed of a minimum of four and a maximum of six full members. The Co-ordinating Committee decides the precise number. Among the minimum number of four members are a Chair, a Deputy Chair, a Secretary and a Treasurer. They are elected from the full members, present or represented, in the Co-ordinating Committee in a secret ballot with absolute majority. If none of the candidates received in the first ballot an absolute majority, there will be a second ballot between the two candidates who had most of the votes.

The Executive Council acts as the managing body of the Society. Among its competences are all responsibilities that the law and Art. 16 of these Statutes have not reserved explicitly for the Co-ordinating Committee as the General Meeting.

The first term of office of the Executive Council starts with the foundation of the Society. The term is five years and starts immediately after the elections. Re-election is possible without any limitations.

Reasons for members of the Executive Council to lose their office include death, exclusion, dismissal, loss of legal capacity, resignation and completion of their mandate.

The dismissal of a member of the Executive Council is possible if a majority of two thirds of the present and represented members of the Co-ordinating Committee decides so. The dismissal is only final after the affected member(s) of the Executive Council has/have been heard by the Co-ordinating Committee. After a dismissal or after the completion of a mandate or resignation of a member of the Executive Council, the Co-ordinating Committee elects a successor in a secret ballot with absolute majority. This terminates the mandate of the dismissed or retired member of the Executive Council.

The Chair chairs the Co-ordinating Committee and the Executive Council. In his or her absence, the Co-ordinating Committee and the Executive Council are chaired by his/her deputy; in his or her absence by the oldest member of the Executive Council; and in his or her absence by the oldest member of the Co-ordinating Committee.

The Executive Council meets once per year during the annual conference or Symposium, or when it becomes necessary and at least two members of the Executive Council ask the Chair for a meeting. The invitation is issued together with the invitation to the annual conference or Symposium or it is conveyed via the most suitable medium of communication.

Outside of the annual conference or Symposium the Chair can organise a consultation and/or vote of the Executive Council in writing via the most suitable medium of communication. All consultations and votes are minuted and must be communicated to the Co-ordinating Committee at the annual conference.

The Executive Council can only take decisions if at least half of the members are present or represented or take part in the written consultation or vote. The Executive Council takes decisions with absolute majority.

Art. 14

The Co-ordinating Committee takes decisions on the basis of an absolute majority of full members present and represented. In case of a tie the Chair or

his/her deputy holds the casting vote unless the ballot is secret, in which case the decision is rejected. A secret ballot takes place if a majority of full members present or represented decides that it is necessary. The election of members and of the Chair is a secret ballot.

Full members who cannot participate in a meeting are entitled to transfer their vote to any member for the duration of the meeting. They have to announce this transfer to the Chair and to the representing member in writing before the meeting. Any full member present may only represent up to two absent members.

Art. 15

Executive Council and Co-ordinating Committee meet (the General Meeting) during the annual conference (the Membership Meeting).

The chair must ensure that the meeting of the Co-ordinating Committee (annual General Meeting) can be scheduled in the programme of the conference.

The full members inform the chair which address and which medium of communication are most suitable for the statutory communications and invitations. In acknowledgement of the international character of the Society and the unavoidable problems in international communication networks or systems the full members recognise that the Executive Council on principle acts in good faith, where statutory communications and invitations are concerned. Non-receipt of communications and invitations do not render decisions of the Co-ordinating Committee invalid.

When required, the Executive Council can organise a ballot of the Co-ordinating Committee in writing or via the medium of communication which is most suitable for this purpose. Outside of the meeting of the Co-ordinating Committee during the annual conference the Executive Council can decide at any time to hold a consultation of the Co-ordinating Committee and demand a ballot.

The Executive Council is obliged to hold a meeting of the Co-ordinating Committee if a quarter of the full members request it from the chair.

If a conference cannot take place due to unforeseen circumstances, the chair organises a written consultation of the Co-ordinating Committee via the medium of communication most suitable to this purpose. Such a written consultation counts as the general meeting in terms of the law.

Art. 16

In its role as general meeting according to the law the Co-ordinating Committee is responsible for:

- Any change to the Statutes

- The appointment and dismissal of the Executive Council
- The approval of the budget and the annual statement of accounts
- The voluntary disbandment of the Society
- The decision on the number of members of the Co-ordinating Committee and the national allocation
- The exclusion of a member
- Special decisions and authorisations
- The appointment of authorised representatives or employees to appear before a court, the definition of their mandate and their possible financial reimbursement.

Art. 17

Decisions by the Co-ordinating Committee are added to the meeting's minutes. The minutes are signed by the Chair and by the Secretary and are presented at the next meeting for approval.

The minutes are circulated to all full members. The Co-ordinating Committee can decide on the medium of communication which is most suitable for circulation to all members.

IV. The Membership Meeting

Art. 18

The Membership Meeting consists of the full and associated members and of honorary members, should there be any. The full and associated members may meet separately in national groups or jointly and they may confer on all problems of the Working Group.

In each national group the full and associated members elect the full members. For each national group the nominations require the simple majority of the present or represented members.

The ballot is secret.

Time is scheduled in the conference programme for meetings of the respective national groups. If a national group has another opportunity to manage its statutory concerns, it can decide to forego a meeting during the conference. If, however, a member of a national group requests a meeting of his/her national group during the conference, the meeting has to happen before the meeting of the Co-ordinating Committee.

Newly-accepted associated members receive their right to vote at the next general meeting.

The Chair or his/her deputy report on the decisions of the Co-ordinating Committee to the associated members during the annual conference in a public meeting.

V. Budget and Annual Statement of Accounts

Art. 19

The financial year runs from 1st January to 31st December.

The first financial period begins with the formation of the Society and ends on 31st December of the following calendar year.

According to Art. 53 of the law, the Executive Council has to present annually detailed accounts on the past financial year to the Co-ordinating Committee; the Executive Council generates a budget for the following financial year which clearly demonstrates the financial situation of the Society. The accountancy as well as the budget must be presented by the Executive Council to the Co-ordinating Committee at each annual general meeting, i.e. at the annual conference.

According to Art. 51 of the law, the accounts are sent to the Federal Public Service for Justice.

VI. Change of Statutes, Disbandment

Art. 20 – Change of Statutes

The Co-ordinating Committee decides on changes to the Statutes. Changes to the Statutes are only valid if the planned changes are specifically mentioned in the invitation of the Co-ordinating Committee and if at least two thirds of the full members are present or represented. For a decision to change a majority of two thirds of the members present or represented is required.

If, however, the change concerns the aims and objectives of the Society, approval by a majority of four fifths of the votes of the full members present and represented is necessary. Changes of the aims and objectives are only possible in accordance with Art. 48, Paragraph 1 Number 2 of the law of 27th June 1921 about non-profit-making associations, international non-profit-making associations and trusts.

Changes to the Statutes only come in to force when they have been approved in accordance with Art. 50 §3 of the law and after their publication in the appendices to the Belgian State Gazette, in accordance with Art. 51 §3 of the law.

Art. 21 – Disbandment

Taking Art. 2 of these Statutes into consideration, the Co-ordinating Committee can decide to disband the Society. A decision on the disbandment of the Society can only be taken if the topic of disbandment is explicitly noted

in the invitation of the Co-ordinating Committee and if at least two thirds of the full members are present or represented. A decision to disband requires a majority of four fifths of the full members present and represented.

If the Society disbands the assets are to be used for a charitable purpose, on which a majority vote in the Co-ordinating Committee decides. Disbandment is only possible once this decision has been taken.

VII. Legal representation towards third parties

Art. 22

All files which commit the Society to third parties as well as all mandates and authorisations, except for special resolutions or mandates of the Co-ordinating Committee, are signed by the Chair or his/her deputy and by the Secretary. An explicit prior approval by the committee is not necessary.

The same also applies for any appearance in court or in any other public administration or during proceedings.

The Co-ordinating Committee may delegate the day-to-day management of the Society in conjunction with the right to sign for the Society to at least two managing administrators, elected from among the full members, or to a third person, whose authority and possible remuneration it determines. Furthermore, it can delegate all special authorities to a designee of its choice. The Co-ordinating Committee decides whether the designees can only act collectively or also individually.

The Federal Public Service for Justice is informed of all files with relevance to the appointment, dismissal and end of mandate of authorised persons. The Society arranges at its own cost for their publication in the Belgian State Gazette.

Art. 23 – Application of the Law

For all eventualities not covered by the present Statutes the signatories agree to refer to the legal provisions of Title III of the Belgian law of 27th June 1921 about non-profit-making associations, international non-profit-making associations and trusts.

Art. 24 – Interim arrangements

Diverging from Art. 5, the German national group needs to reach the maximum number of full members of the Co-ordinating Committee as proscribed in the Statutes only in the meeting of the conference in 2009.

Diverging from Art. 5, 6 and 18, every signing founding member may nominate new full and associated members in the first General Meeting. In this first General Meeting the nominations need a majority of the present founding members. In this case, five supporters and a secret ballot are not

necessary for election. The Co-ordinating Committee appoints these full and associated members by simple majority.

Signatures and particulars of the Society's founding members, Cambridge, UK, 12th September 2004:

1. Axboe, Ole Morten. Bredevey 87, DK - 2830 Virum. (09th Mai 1946, DK-Nastved).
2. Brugmann, Birte. C2-2, D - 68159 Mannheim. (5th August 1967, D-Würzburg).
3. von Carnap-Bornheim, Claus. Strandholm 27, D - 24857 Fahrdorf (10th November 1957 D-Treysa, Kr. Ziegenhain).
4. von Freeden, Uta. Eppsteinerstraße 45, D - 0323 Frankfurt/Main (12th April 1944 D-Darmstadt).
5. Gjøstein Resi, Heid. Frederik Meltzers Gate 24, N - 5007 Bergen (08th November 1939, N-Oslo).
6. Grünewald, Christoph. Mühlenkamp 3, D - 48291 Telgte (09th January 1956, D-Göttingen).
7. Hårdh, Birgitta. Drapavägen 8, SE - 22474 Lund. (16th August 1945, SE-Stockholm).
8. Knol, Egge. Professor Rankestraat 23, NL - 9713 GC Groningen (31st Oktober 1956, NL-Den Helder).
9. Hills, Catherine. Highfields Farm 1, Caldecote Highfields, UK - Cambridge CB3 JNX (05th September 1947, UK- London).
10. Schaumann-Lönnqvist, Marianne. Unions Gatan 45B10, FIN – 00170 Helsinki. (20th August 1945, Fin-Helsinki).
11. Scull, Christopher. 42 Arbour Square, UK - London E1 OPS. (6th November 1957, UK-Croydon).
12. Van Impe, Lucien Frans. Schapenstraat 67, B – 3000 Leuven (24th October 1945 B-1800-Vilvoorde).
13. Verwers, Willem J.H. Heribertlaan 2, NL - 3871 MA Hoevelaken. (30th December 1942, NL-Den Haag).