

Confédération Européenne des Fêtes et Manifestations Historiques

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C.E.F.M.H.

The statutes of the C.E.F.M.H.

The present statutes of the CEFMH were adopted by the General Assembly of 26 October 2017 meeting in Florence - Italy and amended by videoconference on 24 April and 27 October 2020. They come into effect immediately. The French version is authentic.

Article 1 - Denomination

Created on 17th November 2004 in Strasburg, the “Confédération Européenne des Fêtes et Manifestations Historiques” has been ratified on 7th June 2008 in Florence. This new structure replaces the former “Fédération Européenne des Fêtes et Manifestations Historiques”. It mainly consists in promoting and spreading all the public representations of scenes from the past. It can also contribute to similar activities.

Article 2 - Logo and Acronym

The C.E.F.M.H. uses the following logo: in the background the map of Europe and on the foreground an armoured knight riding an armoured horse. The knight holds a sky-blue banner with 12 golden stars which circles the whole of the drawing.

The acronym is C.E.F.M.H. In the logo of the confederation in addition to the abbreviations CEFMH each country will be able to write the full designation in the local language.

Article 3 - Head Office

The C.E.F.M.H. Head Office is in Brussels, near the Ommegang office. The Administrative Office is in Florence at the Federation of the Historical Games of Italy, in the palace “Parte Guelfa, 50123 Florence, Italy. The Management Committee can propose to transfer the Head Office in another member city when circumstances justify it, such as: more efficient facilities, proximity of other organisms, etc. This measure carries into effect after the General Assembly’s approval.

Article 4 - Aims

Through its activities, the C.E.F.M.H. aims at:

- a) Promoting festivals, shows, historical manifestations and popular traditions which illustrate the members’ heritage; displaying the members’ cultural value and emphasising its importance in the connection and the understanding between people.
- b) Stimulating contacts and exchanges among the members; developing sense of friendship, brotherhood and solidarity between people being different because of varied origins and histories.
- c) Improving the impact of festivals, shows, historical manifestations and popular traditions thanks to media and informatics advertisement previously agreed by the members; trying to collaborate with the touristic and cultural sectors in Europe and in the world.
- d) Supporting all the initiatives which corroborate with the objectives of the C.E.F.M.H. and which improve its members’ public image.
- e) Maintaining good relations with the European and international authorities and in particular with the European Union, the Euro-MPs and the commissions and with the other institutions, organisations, associations relating to the projects of the C.E.F.M.H.
- f) Promoting the actions of the national federations in the cultural and artistic fields.

The C.E.F.M.H. is a non-profit-making association and it is apolitical and secular.

- g) Participate in the presentation to the European Community of projects, cultural/tourism in particular, but also of any other project in line with its statutory objectives either as promoter, leader and coordinator of the project, or as a member/participant in projects presented and coordinated by other organizations, institutions, national federations, national associations and member cities.

Article 5 - Members

As a confederation, the C.E.F.M.H. gathers "national federations" from nations recognized by international law; these federations are composed of cities and/or associations which often organize shows, festivals, celebrations, or manifestations open to the public and in relation to local or general history.

If the national federation is missing, the C.E.F.M.H. can accept "associate members" pursuing the same goals. A supranational federation can be accepted if none of the members come from a country with a national federation. The C.E.F.M.H. cannot receive nor gather commercial associations.

Article 6 - Membership

- Membership for a federation

A federation applies to become member of the C.E.F.M.H. by delivering its statutes and a list of its members to the President of the C.E.F.M.H. (see also art.9)

- Membership for an associate member

An associate member applies to become member of the C.E.F.M.H. by delivering its statutes to the president of the C.E.F.M.H. and explaining why it does not belong to a federation. No country can have more than 3 associate members: over 3 ones, a national federation must be created.

- In the event that a national federation registers or re-registers, the member cities must necessarily be part of the national federation; they therefore lose the title of "member" or "associate."

Procedures: the Head Committee of the C.E.F.M.H. carefully examines the applications, even an application from a non-European country, and then makes a report to the general Assembly. The application is accepted after the General Assembly's approbation.

Article 7 - Capital

A) The wherewithal of the C.E.F.M.H. contains:

- The annual contribution fees determined by the General Assembly
- Subventions from institutional and cultural organisms
- Donations
- The interest funds of the C.E.F.M.H.
- Benefits from manifestations organised by the C.E.F.M.H.
- Incomes from commercial operations (contracts, sales...) ran by the C.E.F.M.H. alone or with partners.

The capital of the C.E.F.M.H. can also be constituted with real estates.

B) Investments

The capital of the C.E.F.M.H. is used for functioning and administrative expenses and for other small marketing operations.

The important projects are financed regarding terms to be defined on a case-by-case basis. (See 14 j)

The investments of the C.E.F.M.H., if complying with its organs' deliberations, are only guaranteed by its capital.

C) Members' personal fees

The members of the Management Committee accept the principle of voluntary work.

The Head Committee can pay back personal fees to members: telephone taxes, stamps and shipping, photocopies, expense for office furniture and other expenses needed for the activities linked to the C.E.F.M.H.

Travel and representation fees (train, plane, car, highway fees, fuel, hotel and meals) are only reimbursable if they result from an execution order officially decided by the Management Committee or the General Assembly.

The members applying for reimbursement of the fees described above must show a count with receipts. This count must be countersigned by the president before payment.

D) Role of the auditor

The auditors (art.21) have the following tasks:

To check the accounts which must be:

- Comprehensive (all the receipts and expenses must be clearly and precisely documented)
- True (based on the accounting pieces such as invoices, discounts...)
- Organised on such a way so that the sections of the provisional budget and of the accounts are the same (for instance using accounting codes)
- In accordance with the decisions of the General Assembly; especially for those concerning the provisional budget. Report and recommendations must also be made on the verifications done and given to the General Assembly (exonerations, propositions...)

Article 8 - Financial contribution

The amount of the financial contribution is fixed by the General Assembly. On principle, it should be paid during the first semester for the current year.

The federation or the associate member, who has not paid his contribution for the year before, after reminders, loses his right to vote at the assemblies of the C.E.F.M.H. until the due amount is paid.

A federation which has up to 30 members has to pay an annual fee. The federations which have more than 30 members pay an additional 1/5 of the contribution for each 10 over 30 members.

The associate members pay ½ of the contribution.

Article 9 - Power of the General Assembly

A national federation has 6 powers carried out by its representatives (from 1 to 6) who cannot be from another nation.

When a second national federation asks for membership, it can only be accepted if there is an agreement between itself and the federation already member of the Confederation, especially when it concerns the designation of the vice-president (art.15 a) and the sharing out of the 6 national powers; the text of this agreement, dated and signed, must be attached to the membership application.

An associate member has a power carried out by its representative who can be from another nation. However, a nation cannot add up more than 7 powers (six ones plus a proxy from an associate member).

A person cannot add up more than 6 powers.

Article 10 - Exchanges

Exchanges between cities and/or associations of the C.E.F.M.H. occur through direct agreement, normally according to the following term:

- Travel fees are the responsibility of the guest member
- Stay fees are the responsibility of the host member

Article 11 - Organs of the C.E.F.M.H.

- a) The President
- b) The General Assembly
- c) The Management Committee
- d) The auditors

Article 12 - the General Assembly

The General Assembly is composed of real persons to whom members have given power of representation.

It is **called** every year in a place and at a date chosen by the Management Committee.

It is **convoked** in writing by the president at least 30 days beforehand, and the agenda is mentioned.

It is possible to hold a general meeting by videoconference, only and exclusively for force majeure, at European level, which prevents its implementation in the present. The general meeting by videoconference is also valid and takes place in the same way as a physical assembly.

It is **presided** by the president of the C.E.F.M.H. or by the vice-president.

They are **in session** no matter how many members are represented except when the objects statutorily plan a quorum. In case if the quorum is not reached a new assembly is convened and it is in session with the majority of members there.

A special assembly can be called up either by the president of the C.E.F.M.H. or by members gathering at least half of the total powers of the C.E.F.M.H.

Article 13 - Right to vote at the General Assembly

- a) At the beginning of the session, everyone receives as many “**voting cards**” as he has powers. Voting and electing is done by “rising voting cards” unless when one power asks for secret ballot. In that case, the secret ballot is immediately organised.
- b) The minutes of the session includes the numbers of votes pro, votes against, nulls, and abstentions.
- c) In case of equality, the president’s vote is predominant.

Article 14 - the General Assembly’s competences

The General Assembly in session discusses, without appeal, on all the objects of the agenda and especially in order to:

- a) Confirm the accession of the vice-president to the presidency in case of abandonment, or to elect another person.
- b) Elect or re-elect the first vice-president, the secretary, the treasurer and the two auditors for an administrative period of three years (art.21). The term of office for the persons who have been elected as substitute or during the administrative period ends at the end of this period. The elected representatives have the right to vote at the General Assembly only if they carry out powers delegated by a member.

The following statutory restraints must be observed:

- The president cannot be re-elected; he gives up his place to the vice-president who becomes president.
 - A nation which has had a president cannot ask for this position again until all the nations have had the possibility (not the obligation) to access to it.
 - The persons elected must represent the nations equally.
 - The auditors cannot be from the same nation as the treasurer.
 - The only people eligible to the different positions are the ones who have filled a written application and given it to the president of the C.E.F.M.H. at least 15 days before the General Assembly. They must be present at the Assembly. If there is no written application, someone present at the Assembly can declare himself candidate.
- c) Elect the members of honour suggested by the Management Committee.
 - d) Sign or turn down the admission of new members (art.6 and 9).
 - e) Declare the exclusions asked for by the Management Committee.
 - f) Approve the minutes of the previous session.
 - g) Based on the auditors’ report, approve the counts and give it to the treasurer’s responsibility.
 - h) Establish the annual fees.
 - i) Discuss on the presidential report.
 - j) Decide on the general orientations (programme of actions) and on incurring investments (budget) suggested by the Management Committee.
 - k) Approve the important projects and their financing plan.
 - l) Vote the rules suggested by the Management Committee.
 - m) Revise and modify the statuses following article 24.
 - n) Decide upon the dissolution of the C.E.F.M.H. following the article 25.

Article 15 - the Management Committee

- a) The Management Committee is composed of the persons elected by the general Assembly following article 14 a (apart from the verifiers), the national vice-presidents who are co-opted by the federation(s) of their country (art.9) and the honorary members (who have not the right to vote).
- b) The Management Committee can function without meeting physically by phone or videoconference or by mail (fax, mail or email) but it has to hold at least one session a year.
- c) A member of the Management Committee who is absent from three sessions on a row (without excuse) will be considered as a person resigning and will be replaced.

Article 16 - the Management Committee's competences

The Management Committee:

- a) Draws up the agenda and prepares the decisions to be proposed to the general Assembly (see art.14).
- b) Carries out the decisions taken by the General Assembly.
- c) Discusses upon the general directions (plan of action) and the investments (budget) to be proposed to the general Assembly.
- d) Runs the congress of the C.E.F.M.H. (art.23).
- e) Takes the decisions which are needed regarding the circumstances, in case it is not possible to wait for the next meeting of the General Assembly; which will be informed afterward. The Management Committee's financial competence is limited to 1/8 of the total annual fees.
- f) More precisely, the Management Committee deals with all the objects which are not statutorily reserved to an other organ of the C.E.F.M.H.

Article 17 - the Presidency

The tasks of the President of the C.E.F.M.H. are:

- a) To call and to direct the sessions of all the organs of the C.E.F.M.H. For convenience, the sessions of the Management Committee, the General Assembly, and the congress can be organised on the same day or in one week end.
- b) To coordinate the work of all the organs of the C.E.F.M.H.
- c) To represent the C.E.F.M.H. in all the events of public, administrative or judicial life.
- d) To work on the promotion of the C.E.F.M.H. in the economic and cultural fields.
- e) To be in charge of the work of the Management Committee and to overcome the possible defections.
- f) To submit an annual report which will be attached to the minutes of the general Assembly.

With the agreement of the Management Committee, the President can invite experts or representatives of national or international organisms to the meetings but they will have no right to vote.

Article 18 - the first Vice-presidency

The first vice-president replaces the President in case of non-attendance, difficulties of defection. He may also be asked to collaborate on presidential tasks (coordination, representation, promotion, public relations).

Article 19 - the Secretary

The secretary is in charge of the C.E.F.M.H.'s correspondence in collaboration with the President. He holds the minutes of the sessions, mentioning all the decisions which are taken. He runs the archives of the C.E.F.M.H.

Article 20 - the Treasurer

The treasurer is in charge of the book and capital management of the C.E.F.M.H. He works with the President to draw the annual budget. He submits all the receipts to the two auditors who will be then able to make their report.

Article 21 - the auditors

Two auditors are appointed by the General Assembly to control the book and capital management (art.8). After the closing of the accounts and the drawing of the report, the Assembly gives discharge to the treasurer for the considered exercise.

Article 22 - Administrative period

The administrative period lasts 3 years (2008 – 2011 – 2014 - 2017...).

The accounting year corresponds to a calendar year.

Article 23 - the Congress

In order to signal the beginning of a new administrative period, or to discuss on the main lines of its action, the C.E.F.M.H. calls a congress. The congress gathers the same people as for a General Assembly plus some guests who are chosen depending on the proposed themes.

The congress is not a decision-making body but a meeting for reflection which records the results of its deliberations in reports. The Management Committee runs the congress following terms on a case-by-case basis. The congress acquaints itself with the reports and carries them out efficiently.

Article 24 - Modification of the statutes

The total or partial modification of the statutes is suggested at the General Assembly by the Management Committee. The main powers are required for the first session. If the quorum is not reached, a second session is convened with the decision of the majority of those present.

Article 25 - Dissolution

The procedure described in the article 24 is applicable when the dissolution of C.E.F.M.H. is proposed. The assets will be assigned to a similar European confederation or association.

Article 26 - Official language

French is the Official language of C.E.F.M.H.

Done the 27th October 2020