

**INTERNATIONAL FEDERATION FOR CHORAL MUSIC**

**STATUTES**

August 10, 1982, revised August 1996, August 1999, August 2005

**PREAMBLE**

In order to advance the art of choral music throughout the world, the following organizations:

- Japan Choral Association,
- American Choral Directors Association,
- Arbeitsgemeinschaft Europäische Chorverbände,
- Asociación Interamericana de Directores de Coros,
- Europa Cantat, Fédération Européenne des Jeunes Chorales,
- Nordiska Korkommittén-SAMNAM,
- A Coeur Joie International,

have joined together, as founding organizations, to invite all other members of the International Choral Community to take part in the creation of an international organization at Namur, Belgium, on 8-10 August 1982. They adopted the following statutes.

**ARTICLE I: NAME**

The name of the organization shall be: International Federation for Choral Music (I.F.C.M.).

**ARTICLE II: LOCATION**

1. IFCM is legally Incorporated: Lawton, Oklahoma, U.S.A.
2. The business of IFCM shall be run from an office established by the Board of Directors

**ARTICLE III: PURPOSES**

The purposes of the I.F.C.M. shall be:

1. To strengthen cooperation between national and international organizations and individuals interested in all aspects of choral music.
2. To encourage the formation of choral organizations in countries and regions where none exists.
3. To foster and promote international exchange programs for choirs, conductors, composers, and students of choral music.
4. To promote, coordinate, and encourage choral festivals, seminars, competitions, and meetings organized by its members.
5. To facilitate the dissemination of choral repertoire, research, recordings, and other appropriate materials.
6. To encourage the inclusion of choral music in general education and to promote the exchange of information on pedagogy and training.
7. The organization shall operate on a non-profit basis.

**ARTICLE IV: MEMBERSHIP**

Membership in the I.F.C.M. shall consist of:

1. Organizations devoted wholly or partly to choral activities:
    - a) international
    - b) national
    - c) regional
    - d) local, including choirs
  2. The Founding Organizations, listed in the Preamble, belong to categories 1a. and 1b.
  3. Individuals who wish to further the objectives of the I.F.C.M.:
    - a) choral directors,
    - b) members of choirs,
    - c) other persons.
  4. Institutions whose activities are related to choral music:
    - a) universities and schools,
    - b) libraries.
  5. Business firms, trade unions, etc., wishing to support and to be identified with the I.F.C.M.
- Members shall pay dues and vote as provided by the statutes in Article VI.

**ARTICLE V: ORGANS**

The organs of the I.F.C.M. shall be:

1. The General Assembly,
2. The Board,
3. The Executive Committee.

#### **ARTICLE VI: GENERAL ASSEMBLY**

1. The General Assembly of the I.F.C.M. shall consist of the full membership in good standing. Individual members may attend in person. Each organizational and institutional member shall designate an official representative.
2. The General Assembly shall meet every three years in ordinary session, notice of which shall be sent to all members at least ninety days in advance. It may meet in extraordinary session if summoned by the Board, or upon request to the President by no less than ten percent of its voting members, in which cases notice shall be sent to all members at least sixty days in advance.
3. The General Assembly shall be presided over by the President, or, if he/she is unable to attend, by the First Vice-President. If the First Vice-President is unable to attend, the General Assembly shall elect another Vice-President to preside.
4. All members shall have the right to propose and second resolutions, and to take part in discussions.
5. For the purposes of voting:
  - a) the members of the Board present at the General Assembly shall have one vote each, including the representative of each of the founding organizations in good standing of the I.F.C.M. (Article VII, 1a),
  - b) the international organizations (Article IV, 1a) have one vote each, except the founding organizations (Article VII, 1a),
  - c) for those countries represented in the I.F.C.M. by national or regional organizations, all members of categories 1 (b-d) defined by Article IV of these statutes shall form themselves into national groups, and each national group shall appoint one delegate to vote on its behalf,
  - d) for the other countries, not represented in the I.F.C.M. by national or regional organizations, all members of categories 1d and 3-5 defined by Article IV of these statutes shall form themselves into national groups, and each national group shall appoint one delegate to vote on its behalf.

The names of the persons to whom voting rights are delegated shall be delivered to the Secretary General before voting begins. In case of doubt as to who may cast the vote of a national group, the Board's decision is final. No voting member of the Board or delegate may exercise more than one proxy.
6. A quorum of the General Assembly shall be a simple majority of the members of the Board and a simple majority of the national delegates to the General Assembly who are present or represented.
7. The General Assembly shall make its decision by simple majority of the votes, unless otherwise specified in these statutes.
8. The Secretary General shall be responsible for the minutes of the General Assembly. When approved by the President, the minutes shall be sent to all members of the I.F.C.M.
9. The functions of the General Assembly shall be:
  - a) to approve activities reports and financial reports,
  - b) to approve programs for future activities,
  - c) to approve the budget,
  - d) to elect members of the Board according to Article VII, 1b,
  - e) to decide on refusal of membership,
  - f) to decide on appeals regarding membership,
  - g) to approve the membership dues,
  - h) to approve amendments of the statutes,
  - i) to decide upon the dissolution of the I.F.C.M.
  - j) to decide upon attributing the quality of Founding Organization to an International or National Organization (Article IV, 1a and 1b), to replace a Founding Organization that has ceased to exist, or to exert its role in the I.F.C.M. The new Founding Organization should cover the same geographical area as the one it replaces.

#### **ARTICLE VII: BOARD**

1. After each ordinary General Assembly, the Board shall be created by the following procedures, in order to insure a fair geographical representation and to include persons having particular qualifications:
  - a) a representative of each of the founding organizations in good standing of the Federation shall be seated,
  - b) The number of Board members to elect or appoint shall be: 24 seats, minus
    - the number of members nominated by the Founding Organizations (Article VII, 1a),
    - the number of seats not open to election or appointment at the end of normal six-year terms.Two-thirds of the resulting number (rounded-up) shall be allocated for election (Article VII, 1c), and the remaining number shall be allocated for appointment (Article VII, 1e).
  - c) the new members as defined in Article VII, 1b, elected by the General Assembly to six-year terms, shall be seated along with those whose terms continue,
  - d) these members [1a and 1c] of the Board shall elect from among themselves, for a three-year term, the President and the First Vice-President of the Federation,
  - e) these members of the Board shall appoint a number of additional members as defined in Article VII, 1b, for six-year terms,
  - f) Ex-officio members of the Board, without voting rights, shall be:
    - Past Presidents,

- Secretary-General
  - One representative from each of the places where IFCM has permanent partnerships, funded by the local authorities. This representative shall be nominated by the respective local authorities.
- g) the full Board shall elect, for a three-year term, from among its members:
- four Vice-Presidents
  - a Treasurer
2. The President shall represent the I.F.C.M. on all occasions. He/she shall authorize expenditures and sign agreements or contracts committing the I.F.C.M. With the approval of the Board, he/she may delegate certain functions to the Secretary General or any other member of the Board.
  3. In the absence of the President, or by delegation, the First Vice-President shall exercise the functions of President.
  4. The Treasurer shall be responsible to the Board for the supervision of the financial operations of the I.F.C.M.
  5. The Board shall meet whenever the interests of the I.F.C.M. require, but not less frequently than once every eighteen months.
  6. The members of the Board shall have one vote each. In case of a tie, the President's vote shall be decisive.
  7. The Board makes its decisions by simple majority of the votes, unless otherwise specified in these statutes.
  8. The proceedings of a meeting of the Board shall be valid only when at least half of the members of the Board are present. In the absence of such a quorum, a second meeting of the Board shall be called for a date not less than six months later, when no quorum shall be required.
  9. In the event of the death or resignation of any of its elected or appointed members, the Board may appoint a substitute to fill the vacancy until the next meeting of the General Assembly. Vacancies on the Board of delegates from the founding organizations shall be filled by their respective organizations.
  10. When, through force of circumstance, the General Assembly is unable to meet, the Board shall remain in office until the Assembly next meets.
  11. The functions of the Board shall be:
    - a) to prepare reports of activities and finance,
    - b) to prepare programs for future activities,
    - c) to prepare the budget,
    - d) to appoint members of the Board according to Article VII, 1e,
    - e) to admit members to the I.F.C.M.,
    - f) to propose refusals of membership, or of continuation of membership,
    - g) to propose the amount of membership dues,
    - h) to prepare the agenda of the General Assembly,
    - i) to decide on the creation of Regional Offices of the Federation,
    - j) to decide on the creation of Commissions, and to define their objectives and responsibilities.

#### **ARTICLE VIII: EXECUTIVE COMMITTEE**

1. The Executive Committee shall consist of the seven officers elected by the Board. At least one officer shall come from each of the following five regions of the world: Europe, North America, South/Central America, Asia/South Pacific, and Africa. The officers shall be:
  - The President
  - The First Vice-President
  - The Four Vice-Presidents
  - The Treasurer
2. The function of the Executive Committee shall be to carry on the business of the Federation between meetings of the Board, according to the Statutes and the decisions taken by the Board.
3. IFCM shall employ a Secretary-General, proposed by the Executive Committee and confirmed by the Board of Directors. He/she shall manage the IFCM International Office in Altea, Spain and shall conduct the daily business of the Federation in accordance with the Executive Committee's directives. He/she shall attend meetings of the Executive Committee and the Board without voting rights.
4. The Executive Committee shall meet as often as necessary, but not less frequently than every six months.

#### **ARTICLE IX: REGIONAL OFFICES**

1. The Board may establish Regional Offices of the I.F.C.M. in cooperation with the international or national organizations of a continent or a region.
2. The Regional Offices of the I.F.C.M. shall seek to create in their regions cooperation which shall forward the worldwide purposes of the I.F.C.M. as stated in Article III of these statutes.

#### **ARTICLE X: COMMISSIONS**

1. If the Board finds it necessary and appropriate, it may establish Commissions in charge of special areas of responsibility.
2. For each such Commission, the Board shall define the objectives and area of responsibility of the Commission.
3. The executive committee shall manage the Commissions, including

- a) appointing Commission members and a chair person. The Executive Committee will submit these appointments to the approval of the Board by email or during the next Board meeting
  - b) define the commission's program and budget
4. The Chairperson of each Commission shall report regularly to the Executive Committee and annually to the Board.

**ARTICLE XI: FINANCIAL RESOURCES**

1. The financial resources of the I.F.C.M. shall be derived from:
  - a) membership dues,
  - b) proceeds from activities,
  - c) grants by international organizations, governments, or public bodies,
  - d) legacies, contributions, or grants from private bodies or persons.
2. The Board shall have the authority to determine the apportionment of available funds among the Central Office and the Regional Offices.

**ARTICLE XII: AMENDMENTS TO THESE  
STATUTES, RULES OF PROCEDURE**

1. These statutes may be amended by an approving vote of two-third of the members present or represented at the General Assembly.
2. The detailed application of these statutes shall be set forth in Rules of Procedure which shall be submitted for approval and - in given case - for amendment to a regular meeting of the General Assembly. Votes shall be taken by a simple majority.
3. Amendments to the statutes or to the Rules of Procedure of a purely editorial character may be decided by the Board. Such decisions shall be announced in writing to all members of the Federation, or orally to the General Assembly.

**ARTICLE XIII: DURATION, DISSOLUTION**

1. No term is set to the life of the I.F.C.M.
2. The General Assembly may decide on the dissolution of the I.F.C.M. by a two-thirds majority of the votes. If no decisions has been reached, an extraordinary session of the General Assembly may be summoned, which may decide on dissolution by a simple majority of the votes.
3. In the event of dissolution, the assets of the I.F.C.M. shall devolve, in accordance with the decision of the General Assembly, to one or more international or national organizations having similar purposes.

We undersigned, IFCM officers, attest that this text is conform to the vote adopted by the IFCM general assembly that met in Kyoto on July 31st , 2005.

LUPWISHI MBUYAMBA, **President**

LEON TONG SHIU WAI, **Vice President**

THOMAS RABBOW, **First Vice President**

SAEKO HASEGAWA, **Vice President**

MICHAEL J. ANDERSON, **Vice President**

DOLF RABUS, **treasurer**

MARIA GUINAND, **Vice President**

JEAN-CLAUDE WILKENS, **Secretary General**