

# EUROPEAN ECOLOGICAL FEDERATION STATUTES

## 1. OBJECTIVE OF THE FEDERATION

1.1. The objective of the Federation is to facilitate cooperation between European ecological societies to promote the science of ecology in Europe, by all suitable means and in particular by:

- a. providing a forum for effective communication throughout the community of ecological scientists in Europe on matters of common interest,
- b. promoting collaborative activity on those matters where there is a European context,
- c. disseminating ecological knowledge through meetings, publications and other means,
- d. acting in an advisory, consultative and representative capacity in relation to European institutions,
- e. cooperating with other international organizations.

## 2. MEMBERSHIP

2.1. There shall be Ordinary Members and Associate Members.

2.2. Ordinary membership is open to ecological societies in Europe. In European countries where a national ecological society does not exist and ecology is organised as a section of a national scientific society, such a section may be accepted as a full member until such time as a national ecological society is founded.

2.3. The EEF will accept as Ordinary Members more than one organisation from each European nation state. However, each nation state has only one seat on EEF Council. Organisations from a single nation state must decide among them which single individual shall represent them.

2.4. Ordinary Members shall pay an annual fee, which is agreed by Council.

2.5. Associate membership is open to organisations with an interest in the objectives of the Federation.

2.6. All individual members of Ordinary Members are *ipso facto* members of the Federation with equal privileges.

2.7. Council shall decide new membership of the Federation.

2.8. Any Member is free to withdraw from the Federation provided notice of such withdrawal has been communicated to the General Secretary at least three months before the end of the calendar year.

2.9. Council can revoke membership of the Federation, by a two-thirds affirmative majority vote of those present and voting, if a Society's activities become incompatible

with the objectives of the Federation or if the Society is in arrears of its fees by more than two years at a meeting of Council.

### **3. COUNCIL**

3.1. The Council shall determine the general policy and the priority actions to achieve the objectives of the Federation.

3.2. The Council shall consist of Members comprising one delegate from each Ordinary Member, elected Officers, Ordinary Board Members. An exception to this is that there shall be one Ordinary Member of Council per nation state. If two organisations from a single nation state are Ordinary Members of the EEF, these organisations shall decide between them as to which single individual shall represent them both on Council.

3.3. Members of Council who are acting as delegates of Ordinary Members shall be assumed to be representing their national society and shall have the responsibility of reporting back to their society about Federation activities and decisions.

3.4. Each Member of Council will have one vote. Representatives from organisations which are Associate Members may attend Council, but shall not have voting rights.

3.5. The Council shall meet once a year. During a year in which the Congress of the Federation is held, the Council meeting shall take place at the Congress. The business of each Council meeting shall include, when relevant:

- a. Election of Officers and other members of the Executive Board
- b. Accounts of the preceding period
- c. New admissions
- d. Membership fees
- e. Budget arrangements for the following period
- f. Selection of next Congress host organisation
- g. The progress of the Federation's journal
- h. Any other matters

3.6. Extraordinary Council meetings shall be called by the President or at the written request of one third of the Council membership. Notice of an extraordinary Council meeting shall be sent to Members of Council at least one month before the meeting.

3.7. Except as otherwise expressly provided by these Statutes, any matter to be decided by the Council shall be decided by a simple majority vote of those present and voting at a quorate meeting of the Council. If an Ordinary Member becomes two years in arrears of dues the Member of Council representing the Ordinary Member will be excluded from voting and the individual members of the Society will also be excluded from discounted rates to attend the EEF Congress.

3.8. A quorum is constituted at a Council meeting if a simple majority of Council Members are present and voting. If late withdrawals lead to insufficient numbers attending a Council meeting to establish a quorum, business will still be conducted but any issues requiring a vote will be decided through proxy voting. Other issues shall be referred back to the whole Council by circulation of minutes.

3.9. Proxy voting will be conducted before or after a Council meeting at which insufficient numbers attend to fulfil the requirements of 3.8 or 10.1. The General Secretary shall circulate details of each issue to be voted upon to all Council Members and shall set a reasonable date for responses and votes. Any Council Members not voting by this date shall be recorded as abstaining.

3.10. Individuals who are not Council Members, but who are carrying out activities of importance to the Federation (such as editing the Federation's journal or organising the Congress) may be invited to attend a Council meeting when relevant. Such invited individual shall not have voting rights.

#### **4. OFFICERS**

4.1. The Council shall elect the Officers, namely the President, two Vice-Presidents, General Secretary and Meetings Coordinator.

a. The President shall represent the Federation and act as Chairman, if present, at Council meetings.

b. The Vice Presidents may deputise for the President.

c. The General Secretary shall organise the business of Council, including the collection of membership fees and management of the budget.

d. The Meetings Coordinator shall usually have had a role in organising the previous EEF Congress and shall act to oversee the Federation's role in the forthcoming Congress. This individual shall also have a coordinating function when there is a wish to have symposia or workshops organised or sponsored by the Federation between Congresses.

4.2. The President shall not represent their national Society at Board or Council, to avoid a conflict of interest. At Council, the President's Society shall be represented by another Council Member appointed by an Officer's Society. All other Officers shall also represent their Society on the Council.

4.3. Each of these Officers shall serve for a term of three years. Officers may not serve in the same capacity for more than one additional term (a total of six years).

#### **5. EXECUTIVE BOARD**

5.1. The administration of the Federation shall be vested in an Executive Board consisting of the Officers together with four other Ordinary Board Members appointed by Council to serve thereon for a specified period.

5.2 'Ordinary Board Members shall be elected by Council. They shall serve a term of three years, with no opportunity for immediate renewal, to allow rotation of Ordinary Members representatives on the Board. In proposing and voting for Ordinary Board Members the Council shall uphold, as far as possible, the principle that all Council Members should serve as Ordinary Board Members in rotation. The Ordinary Board Members shall also serve on Council where they shall represent their Societies, with voting rights therein.'

5.3. The Executive Board shall be empowered to act on behalf of the Council and to enter into contracts in the period between meetings of the Council.

5.4. The Executive Board shall meet at least once a year. Decisions of the Executive Board shall be decided by a simple majority vote of those present and voting. A quorum is constituted at an Executive Board meeting if four Members are present.

5.5. The Executive Board may empower an Ordinary Member or create committees or working groups to act on the Federation's behalf to carry out the Federation's objectives.

5.6. Individuals who are not Board Members, but who are carrying out activities of importance to the Federation may be invited to attend a Board meeting when relevant. Such invited individual shall not have voting rights.

## **6. ELECTIONS TO THE EXECUTIVE BOARD**

6.1 'Elections to the Executive Board shall take place at three year intervals for both Officers and Ordinary Board Members. Such elections shall take place during the annual Council meetings closest in date to these intervals'.

6.2. The General Secretary shall notify the Council of forthcoming elections at the Council meeting preceding that at which elections shall take place. At this time the Council shall appoint a Council Member as Electoral Officer to organise and run the elections. The General Secretary shall normally act as Electoral Officer except for elections in which the General Secretary is standing for election to any post.

6.3. The Electoral Officer shall send a formal notification of elections and request for nominations shall be sent to all Council Members 12 weeks before the elections. Details of the nominees shall be included with the agenda for the relevant Council Meeting.

6.4. Any Member of Council (representatives of Ordinary Members, elected Officers, Ordinary Board Members and Co-opted Members) may nominate candidates for elected posts. Selfnominations are allowed. All nominations must be seconded by another Member of Council. Candidates may be existing Council Members (with the exceptions of those who are finishing their term on the Executive Board) or individual members of societies which are Ordinary Members. A candidate may stand for only one elected post. Nominations must be received by the Electoral Officer at least four weeks before the elections.

6.5. Elections of Officers. If a single candidate is standing for a post, the Council shall be asked to indicate their approval (an affirmative majority vote of those present and voting) or not (a negative majority vote of those present and voting) of that candidate for the post. If more than one candidate is contesting the post the Council Members shall cast a single vote each for their preferred candidate. Candidates may vote. The Electoral Officer shall count the votes. The winning candidate shall be that gaining the majority vote of those

present and voting. The incumbent President shall have the casting vote in the event of ties.

6.6. Election of Ordinary Board Members. If only four candidates are nominated they shall automatically be appointed. If more than four are nominated, each Council Member shall cast a vote for their four preferred candidates. Candidates may vote. The Electoral Officer shall count the votes. The four candidates receiving most votes shall be appointed. The incumbent President shall have the casting vote in the event of ties.

## **7. CENTRAL FUND**

7.1. There shall be a central fund incorporating all membership fees, royalties and any other income. The Council shall determine membership fees. The fund shall be applied to further the objective of the Federation.

## **8. CONGRESS OF THE FEDERATION**

8.1. Council shall call a Congress of the Federation on a periodic basis. The Host Society for the next Congress shall be decided as far as possible in advance.

8.2. A Congress of the Federation shall provide opportunities for the presentation of original communications and symposia. The scientific programme and any proceedings arising from the Congress shall be organised by a steering committee appointed by the Council.

8.3. The detailed arrangements for the meeting (excluding the scientific programme and publication) shall be at the discretion of the Host Society. The financial arrangements will be the responsibility of the Host Society. The Host Society may charge a registration fee for those attending the Congress. The general policy concerning registration fee should be agreed with the steering committee.

8.4. During each Congress, the Council may convene a General Assembly of the Federation, chaired by the President. This will be done if particular discussions or information exchange are required.

## **9. EXCHANGE OF INFORMATION**

9.1. It shall be the duty of each Ordinary Member to publicise the activities of the other Members and the Federation, including the next Congress, to encourage contact between scientists in the different European countries.

## **10. ALTERATIONS TO THE STATUTES**

10.1. The Statutes of the Federation may be amended, deleted, or augmented at any Council Meeting. Two-thirds of the Council must be present and, of those present, two-thirds must vote affirmatively for changes to the Statutes. Proxy voting, as detailed in 3.9, may be implemented.

10.2. Proposed changes must be notified in writing to the General Secretary, at least 12 weeks before a Council Meeting. The General Secretary shall in turn notify all Member Societies and of such proposals, at least four weeks before the Council Meeting.

## **11. DISSOLUTION OF THE FEDERATION**

11.1. The Federation and its statutes may be dissolved at a meeting of the Council at which two-thirds of the Council must be present and, of those present, two-thirds must vote in favour of the proposal.

11.2. The proposal must be notified in writing to the General Secretary, at least 12 weeks a Council Meeting. The General Secretary shall in turn notify all Member Societies, at least four weeks before the Council meeting.

11.3. On the dissolution of the Federation, any surplus assets of the Federation shall either be applied for charitable purposes in connection with the advancement of research and education in the science of ecology or returned to Member Organisations in proportion to fees paid. This shall be decided by Council.

## **12. LEGAL BASE OF THE FEDERATION**

12.1. The legal base of the Federation shall be in the country of an Ordinary Member as agreed by the Council.

12.2. The relevant Ordinary Member society shall provide, at no cost to the Federation, administrative support through an Administrative Officer. The Administrative Officer shall attend Board and Council meetings but will not have voting rights.

These Statutes were agreed by the EEF Council 3<sup>rd</sup> March 2010.