

# RÉGLEMENT INTÉRIEUR

(By-laws, rules of procedure)

of the EUROPEAN ARCHITECTURAL HISTORY NETWORK

## ARTICLE I - ORGANIZATION

### *Section 1.1 Name and form of organization*

(a) The name of the organization is the European Architectural History Network. It is referred to in these regulations as the “Network” or as “EAHN.”

(b) The EAHN was organized in 2005 as a non-profit association pursuant to the provisions of the French Act of July 1901.

### *Section 1.2 Purpose and mission*

(a) The European Architectural History Network supports research and education by providing a public forum for the dissemination of knowledge about the histories of architecture. Based in Europe, but not limited to the study of that region of the world, it serves architectural historians and scholars in allied fields without restriction on their areas of study. The network seeks to overcome limitations imposed by national boundaries and institutional conventions through pursuit of the following aims:

- increasing the visibility of the discipline among scholars and the public.
- promoting scholarly excellence and innovation.
- fostering inclusive, transnational, interdisciplinary, and multicultural approaches to the history of the built environment
- encouraging communication among the disciplines that study space and the built environment.
- facilitating the open exchange of research results.
- providing a clearing-house for information related to the discipline.

(b) To enable it to fulfill its purpose and mission, the Network seeks and accepts financial support from individuals and institutions (including colleges and universities and their various departments and subdivisions, foundations, other non-profit organizations, governmental bodies and business entities).

(c) The Network is organized and will be operated exclusively for public charitable, public education and public scientific purposes.

(d) The Network will be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of its purpose and mission set forth in this Section 1.2.

### *Section 1.3 Headquarters*

(a) The headquarters of the EAHN changes depending on the sponsoring institution.

## ARTICLE II - MEMBERSHIP

### *Section 2.1 Individual members*

The category of individual members consists of persons having the qualifications and the rights, privileges and benefits of membership set forth below or elsewhere in these regulations or as otherwise determined from time to time by the EAHN Council.

Any scholar in the history of architecture, design, landscape or urbanism, any professional in an allied field (including architecture, historic preservation and planning, geography, anthropology, etc.), and any member of the interested general public is eligible for individual membership in the Network. The member may attend the Annual Business Meeting, Special Business Meetings, and any other meetings that may be called, with the right to participate in discussions but no voting privilege. Members have access to all activities sponsored by the EAHN including conferences, tours, and participation in thematic groups.

### *Section 2.2 Membership dues; timing of privileges*

Dues for all categories and subcategories of members are determined by the EAHN Council and may be revised from time to time (as to any or all such categories or subcategories).

## ARTICLE III - MEETINGS OF MEMBERS

### *Section 3.1 Annual Business Meeting; notice required*

(a) The Network will hold an annual business meeting of the EAHN Council (the “Annual Business Meeting”) at a place and on a date and time fixed by the Executive Committee (ie the five Elected Officers). The purposes of each Annual Business Meeting is: (i) to receive the reports of the Network’s incumbent officers and Chairs of Standing and Ad-Hoc Committees; (ii) to elect the Elected Officers of the Network (as defined in Section 7.1); (iii) to elect the members of the EAHN Council (as defined in Section 4.2); and (iv) to transact such other business as may properly come before the meeting. Any individual member who chooses to attend the Annual Business Meeting may participate in the discussion but may not vote.

(b) Reports on all items on which a vote will take place at the Annual Business Meeting must be received by the EAHN Council and any members who have indicated their intention to attend the meeting at least one week in advance. This includes the slates of nominees for Elected Officers and Elected Councillors proposed by the Nominating Committee for election and any other items of business to be transacted at the Annual Business Meeting. This does not preclude voting on proposals or amended versions of existing proposals which are drawn up at the meeting.

### *Section 3.2 Special Business Meetings; notice required*

(a) A special business meeting of the EAHN Council (a “Special Business Meeting”) may be called for any proper purpose or purposes (i) by the President or (ii) by the Executive Committee. In general, a “Special Business Meeting” will be called to coincide with the timing of biennial international conferences of the Network.

(b) All members of the EAHN Council will be entitled to receive notice of the date, time, place and purpose or purposes of the Special Business Meeting. Only business within the purpose or purposes specified in the notice of any Special Business Meeting may be

conducted at that Special Business Meeting. All notices to members of any Special Business Meeting and of the items to be voted upon will be given in the manner specified in Section 3.1b.

### *Section 3.3 Quorum - vote required for action*

At each Annual Business Meeting or Special Business Meeting of the Network, a quorum for the transaction of business will consist of a minimum of seven eligible members present at the meeting. Unless otherwise required by law, at any meeting of the Network at which a quorum is present:

- (i) each Councillor entitled to vote who is present at the meeting will be entitled to cast one vote on any resolution, in any election or on any subject that is before the meeting;
- (ii) councillors unable to attend the meeting may submit a vote in writing to the secretary at least two days in advance of the meeting;
- (iii) all those entitled to vote will vote together and not separately by category or subcategory on any resolution, in any election or on any other subject;
- (iii) Elected Officers and Councillors will be elected by a majority of the votes cast by the members entitled to vote who are present at the meeting; and
- (iv) action on any other resolution or subject will be approved if the number of votes cast in favor of such resolution or subject by those entitled to vote who are present at the meeting exceeds the number of votes cast by those opposing such resolution or subject.

### *Section 3.4 Conduct of meetings*

Each Annual Business Meeting or Special Business Meeting will be presided over by the President, or in his or her absence by the Vice-President, or in his or her absence by the Treasurer, or in his or her absence by the Secretary, or in his or her absence by a chairperson chosen by those members present at the meeting. The Secretary will act as secretary of each meeting and record its minutes, but in his or her absence the chairperson of the meeting will appoint another person (who need not be an officer) to act as secretary of the meeting and record its minutes. The minutes of each Annual Business Meeting and Special Business Meeting of the members will be published on the EAHN website at <https://eahn.org>.

### *Section 3.5 Invited guests*

The President may, at his or her discretion, invite to be present at the Annual Business Meeting any other person whose advice may be of value or assistance to the Board in its deliberations. No such invited guest will be entitled to vote on any matter submitted to the EAHN Council or to be counted for purposes of determining the presence of a quorum.

## ARTICLE IV - EAHN COUNCIL

### *Section 4.1 Authority and duties*

The Network has a Council (also referred to as the “EAHN Council”). All of the powers of the Network are exercised by or under the authority of its Council. Likewise, the activities, property and affairs of the Network are managed by or under the direction of its Council.

### *Section 4.2 Composition and terms of service*

(a) the EAHN Council consists of:

- (i) each of the five Elected Officers of the Network (as defined in Section 7.1) whose election as an Elected Officer also constituted his or her election as a councillor and whose term or terms as a councillor is coextensive with his or her term or terms as an Elected Officer.

(ii) Nine councillors elected from among the members of the Network who are divided into three classes of three each, with the members of one class elected by the Council of the Network at each Annual Business Meeting (the other two classes having previously been elected in the two preceding years), and each of whom serves as a councillor for a term of three years (the “Elected Councillors”); councillors will be nominated by the Nomination Committee (see Section 8.2 below) and will be selected to represent diversity in gender, geography, historical subject area, and methodology.

(iii) each of the Appointed Officers (as defined in Section 7.2), for a term coextensive with his or her tenure in the position or office hereinafter specified: the Assistant Editor(s) of the Network’s Website, the Editor-in-Chief of the Network’s Journal; the Second Vice President in charge of the biennial international conference; the Chair of a Themed Conference; the Chair of each of the Standing Committees of the Network; and the holders of such other positions within the Network as are designated ex officio councillors by the President from time-to-time (collectively, “Ex Officio councillors”).

(iv) all councillors, whether Elected Officers, Elected Councillors, or Councillors Ex Officio are entitled to vote on all matters considered by the EAHN Council.

#### *Section 4.3 Term of office*

Elected Councillors serve a term of three years and may be re-elected for one succeeding term.

#### *Section 4.4 Resignation from office*

Any Elected Councillor may resign at any time by delivering written notice to the Council. Any such resignation will become effective when the notice is delivered unless the notice specifies a later effective date.

#### *Section 4.5 Filling of vacancies*

If a vacancy exists in any Elected Councillor position, whether resulting from the death, resignation or removal of an Elected Councillor or from an increase in the authorized number of Elected Councillors, the vacancy may be filled by the Council (including, if the councillors remaining in office constitute fewer than a quorum of the Council, by the affirmative vote of a majority of all of the councillors remaining in office). Any Elected Councillor of any class elected to fill a vacancy in such class will hold office for a term that will coincide with the remaining term of that class. In no case will a decrease in the number of Elected Councillors shorten the term of any incumbent Elected Councillor. If a vacancy occurs in any Elected Officer position, it may be filled in the manner provided in Section 7.1.

## ARTICLE V - EXECUTIVE COMMITTEE

#### *Section 5.1 Authority and duties*

(a) Recognizing the large size and infrequency of regular meetings of the EAHN Council and the wide geographical dispersion of its members, it is the intent and desire that the Executive Committee will take an active participatory and supervisory role in the management of the Network’s affairs and the oversight of its Staff. Accordingly, the Executive Committee will exercise, to the fullest extent permitted by applicable law and except as otherwise expressly provided to the contrary in these Regulations, all of the powers, authority and duties in the management of the activities, property and affairs of the Network.

(b) Without limiting the generality of the foregoing, the Executive Committee will have the authority to do any or all of the following: (i) to fix (and, if deemed necessary or desirable, to change) the date and place of each Annual Business Meeting; (ii) to set the agenda of the

Annual Business Meeting and any Special Business Meetings; (iii) to require an annual report from Chairs of Standing and Ad-Hoc Committees; (iv) to develop proposals to the EAHN Council for deliberation and vote at Annual Business Meetings or Special Business Meetings; (v) to determine from time to time the compensation, benefits and other terms of employment of, and to fix and revise the duties and evaluate the performance of the Appointed Officers; (vi) to review and evaluate the results of operations and the financial position of the Network on an ongoing basis; and (vii) to monitor the chairpersons and members of the Standing and Ad-Hoc Committees of the Network in furtherance of their duties.

(c) Unless otherwise permitted by applicable law, the Executive Committee will have no authority to: (i) fill any vacancy which exists among the Elected Councillors or the Elected Officers; (ii) adopt, amend or repeal the Regulations of the Network; (iii) amend the Network's Articles of Incorporation; (iv) approve a plan of merger involving the Network; or (v) create or elect the members of any committee of the EAHN Council.

#### *Section 5.2 Composition and term of service*

(a) The Executive Committee will consist of each of the Elected Officers (as defined in Section 7.1), whose term of service as a member of the Executive Committee will be coextensive with his or her term as an Elected Officer. Others may act as invited guests on the Executive Committee (eg new officers shadowing those currently in the roles) but do not have voting rights.

## ARTICLE VI – MEETINGS OF THE EXECUTIVE COMMITTEE

#### *Section 6.1 Regular and special meetings, notice required*

(a) Meetings of the Executive Committee will be held immediately before Annual Business Meetings and Special Business Meetings.

(b) Special meetings of the Executive Committee may be held at any date, time and place whenever called by the President or by at least two other members of the Executive Committee. Such meetings may be carried out as conference calls or through other long-distance methods such as Skype.

#### *Section 6.2 Quorum; vote required for action*

At each meeting of the Executive Committee a quorum for the transaction of business will consist of a majority of the total number of its members.

#### *Section 6.3 Conduct of meetings*

Each meeting of the Executive Committee will be presided over by the President, or in his or her absence by the Vice-President, or in his or her absence by the Treasurer, or in his or her absence by a chairperson chosen by those members of the Executive Committee present at the meeting. The Secretary will act as secretary of the meeting and record its minutes, but in his or her absence the chairperson of the meeting will appoint another person (who need not be a member of the Executive Committee) to act as secretary of the meeting and record its minutes. The minutes of all meetings of the Executive Committee will be kept by the secretary.

#### *Section 6.4 Action by unanimous written consent*

Any action required or permitted to be taken at a meeting of the Executive Committee may be taken without notice and without a meeting if the action is taken unanimously by all members of the Executive Committee entitled to vote. Reports of such actions will be kept by the secretary.

### *Section 6.5 Invited guests*

The President may, in his or her discretion, invite to be present as a guest and to participate in the discussion at all or any portion of any meeting of the Executive Committee, when a matter or matters are expected to be discussed with respect to which any such person's responsibility is involved or whose advice may be of value, including but not limited to any one or more of the Chairs of any of the Standing or Ad-Hoc Committees of the Network, any of the Editors of the Network or any other person. No such guest will be entitled to vote on any matter submitted to the Executive Committee or to be counted for quorum purposes, and any such guest may be excluded by the President from any executive session of the Executive Committee.

## ARTICLE VII - OFFICERS

### *Section 7.1 Elected Officers; election and term of office; vacancies*

(a) The elected officers of the Network will consist of (i) the President, (ii) the Vice-President, (iii) the Treasurer, (iv) the Secretary, and (v) Communications Officer (collectively, the "Elected Officers"). Each of the Elected Officers will be elected by the EAHN Council at each Annual Business Meeting and will hold office for a term of two years until his or her successor is elected. The term of office of each Elected Officer will commence at the conclusion of the Annual Business Meeting at which he or she is elected. Election of a person as an Elected Officer will also constitute the election of that person as a member of the EAHN Council in accordance with Section 4.2. No person may serve more than two consecutive two-year terms in any of the following offices of the Network: President; Vice-President; Treasurer; Secretary and Communications Officer. The authority and duties of each of the Elected Officers will be as set forth below in this Article VII.

(b) It is the tradition and custom of the Network, for purposes of continuity and efficiency in the performance of their respective duties and to facilitate the orderly operation of the Network, but will not be mandatory, that (i) the Vice-President is nominated and elected to a two-year term in that office and then is nominated and elected President and (ii) the President is nominated and elected to a two-year term in that office; so that, by virtue of this tradition and custom, the same person would serve as an officer for a total of four consecutive years, the first two as Vice-President, the second two as President.

(c) Any Elected Officer may resign at any time by delivering written notice to the EAHN Council. Any such resignation is effective when the notice is delivered unless the notice specifies a later effective date.

(d) The EAHN Council may remove any Elected Officer from his or her office at any time, with or without cause, at a meeting called for the purpose of effecting such removal at which a quorum is present, by the affirmative votes of at least a majority of the total number of Elected Councillors and Elected Officers then in office, and where that purpose is stated in the notice of the meeting. At the discretion of the EAHN Council, an Elected Officer who is removed from his or her office will continue to be a councillor of the Network until the next Annual Business Meeting of Council.

(e) If a vacancy exists in any Elected Officer position, whether resulting from the death, resignation or removal of an Elected Officer, the vacancy may be filled by the EAHN Council. Any Elected Officer elected to fill a vacancy in any elected office will hold that office for a term that will coincide with the remainder of the term of his or her predecessor in such office.

### *Section 7.2 Appointed Officers*

The Appointed Officers of the Network will consist of (i) the Editor (or Editors)-in-Chief of

the Network's journal, (ii) the Assistant Editor (or Editors) of the website of the Network, (iii) the Second Vice President in charge of the biennial international conference, (iv) the Chair of a Themed Conference, and (v) such other appointed officers as the Executive Committee deems it appropriate to designate from time to time (collectively, the "Appointed Officers"). Each of the Appointed Officers will be appointed by the EAHN Council, and each of them will serve in such appointed office at the pleasure of the EAHN Council; provided, however, that the Editor (or Editors)-in-Chief of the Network's journal and the Assistant Editor (or Editors) of the Network's website will each be appointed for a term of three years. There is no limit on the number of consecutive terms that an Appointed Officer may serve. The authority and duties of each of the Appointed Officers are set forth in this article below. Any Appointed Officer may resign at any time by delivering written notice to the EAHN Council, which will be effective upon receipt. The EAHN Council may remove any Appointed Officer from his or her office at any time, with or without cause, by the affirmative votes of at least a majority of the EAHN Council then in office, as the case may be. If a vacancy exists in any Appointed Officer position, whether resulting from the death, resignation or removal of an Appointed Officer, the vacancy may be filled by the EAHN Council, acting on the recommendation of the Executive Committee.

#### *Section 7.3 Authority and duties of officers*

Each of the Elected Officers and Appointed Officers of the Network will have such authority and perform such duties in the management and operation of the Network as are prescribed or assigned in these Regulations or as may be prescribed or assigned from time to time by the EAHN Council and, to the extent not so prescribed or assigned, as generally pertain to or arise out of his or her office, subject at all times to the control of the EAHN Council.

#### *Section 7.4 President*

(a) The President will be the chief executive officer of the Network and will have general and active authority, control and supervision over all aspects of the Network's operations and affairs. Without limiting the generality of the foregoing, and except where otherwise expressly provided to the contrary in these Regulations, he or she: (i) will be chairperson and will preside at all meetings of the members, the EAHN Council, and the Executive Committee; (ii) will be responsible for the general management of the Network and for conceiving of and establishing, after consultation with the EAHN Council, basic policies and long-range plans of the Network; (iii) will have the authority with respect to each Standing and Ad-Hoc Committee of the Network as specified in Article VIII; (iv) will be an ex officio member of each Standing Committee of the Network and of each Ad-Hoc Committee of the Network; (v) may appoint, after consultation with the EAHN Council or the Executive Committee, the Editor (or Editors) of the Network's journal and the Assistant Editor (or Editors) of the Networks's website; (vi) may create, after consultation with the EAHN Council or the Executive Committee, one or more ad-hoc positions for specific purposes and appoint from among the members of the Network the holder of each, each of which appointees will serve at the pleasure of the President; and (vii) will have the signing authority on behalf of the Network.

(b) In the absence of the President, or in the event of his or her inability or refusal to act, his or her authority and duties will devolve successively upon, in the following order (i) the Vice-President, (iii) the Treasurer and (iv) the Secretary.

#### *Section 7.5 Vice-President*

The Vice-President shares the responsibilities of the President, to whom (s)he is the successor. The Vice-President is specifically responsible for the international public relations of the organization, especially with respect to the collaboration and networking with relevant other organizations.

Unless otherwise directed by the President, the Vice-President will serve on the Nominating Committee and may be invited by the President to advise the Executive Committee, with regard to the appointment of members of the Nominating Committee. The Vice-President will also assume such other duties as may be delegated to him or her by the President. The Vice-President will have the signing authority on behalf of the Network. The Vice-President will be an ex officio member of any Ad-Hoc Committees as necessary.

#### *Section 7.6 Treasurer*

The Treasurer will, subject to the authority given by these Regulations to the President, monitor the performance of those employees and agents of the Network who are responsible for the discharge of the following duties and report thereon, when and as called for, to EAHN Council and the Executive Committee:

- (i) keeping full and accurate accounts of receipts and disbursements in books belonging to the Network;
- (ii) depositing or investing all monies and assets of the Network in the name and to the credit of the Network in such depositaries.
- (iii) disbursing such funds of the Network as and when necessary to meet the financial obligations of the Network on a timely basis;
- (iv) designing, implementing and monitoring the operation of a system of workable internal controls intended and reasonably likely to result in the protection of the Network's funds and securities;
- (v) preparing an annual un-audited financial statement (including an operating statement and a statement of financial position) for the Network in such form as is approved in each case by the Executive Committee, in such a manner that the operations of the Network can be adequately assessed; and which is designed to permit the results of operations and financial condition of the Network, both inclusive and exclusive of each of its Programmes, to be assessed, and which is designed to be readily audited, at the discretion of the Executive Committee.
- (vi) The Treasurer will report to the members of the Network at each Annual Business Meeting on (i) the financial condition and results of operations of the Network as of the end of and for the preceding fiscal year, (ii) the operating budget and financial prospects of the Network for the current fiscal year and (iii) any other matter of a financial nature with respect to the Network which the Treasurer wishes to bring to the attention of the members of the Network. The Treasurer will be an ex officio member of the Finance, Fundraising and Long-Range Planning Committee. The Treasurer will also assume such other duties as may be delegated to him or her by the President. The Treasurer, acting together with the President, will have the signing authority on behalf of the Network.

#### *Section 7.7 Secretary*

The Secretary will: (i) attend and record or arrange for attendance or recording of the minutes of all meetings of the EAHN Council and the Executive Committee of the Network, promptly after the completion of each such meeting prepare and distribute copies of such minutes as directed by the President, and assure that all such minutes in their final approved form are kept as part of the Secretary's permanent records, publishing the minutes of the Annual Business Meetings on the EAHN website; (ii) have general charge and responsibility for all of the Network's books and records; (iii) assure that all notices of meetings of the EAHN Council and the Executive Committee of the Network are duly given by the Network in accordance with the provisions of these Regulations or as required by applicable law; (iv) certify the authenticity of any instrument or record of the Network or of any resolution adopted by the members, the EAHN Council, the Executive Committee or any Standing Committee of the Network; and (v) attest to the genuineness of the signatures on behalf of the

Network of any officer or agent of the Network on any contract, agreement, application or other instrument. The Secretary will also assume such other duties as may be delegated to him or her by the President. In the event of the absence of the Secretary from a meeting, his or her duties will be delegated by the President or other presiding officer to another member of the Network. The Secretary, acting together with the President, will have the signing authority on behalf of the Network.

*Section 7.8. The Communications Officer*

The Communication Officer will be the officer of the Network primarily responsible for overseeing and maintaining the content of the EAHN website, the Network's social media presence and regular communications with its members. Without limiting the generality of the foregoing, the communication officer will be responsible for determining the contents of the website, and for all technical matters pertaining to the layout and production of the website. In consultation with the President, the Communications Officer may at his or her discretion appoint Assistant or Associate Web Editors. In carrying out his or her work, the Communications Officer will keep the Executive Committee informed of the state of the website. The Communications Officer will report to each meeting of the EAHN Council and Executive Committee concerning all substantial aspects of the website.

*Section 7.9 Second Vice-President*

The Chair of the upcoming international conference is appointed Second Vice-President.

*Section 7.10. Assistant Editors of the Website*

The assistant editor(s) of the EAHN website will be the appointed officer(s) of the Network responsible for assisting the Communications Officer overseeing and maintaining the content of the EAHN website, its social media presence and communications with its members.

*Section 7.11 Chair of a Themed Conference*

The chair of an upcoming themed conference is appointed to the EAHN Council.

## ARTICLE VIII - STANDING AND AD-HOC COMMITTEES

*Section 8.1 Standing Committees*

(a) The Standing Committees of the Network will consist of a Nominating Committee; Publications Committee; Finances, Fundraising and Long-Range Planning Committee; Interest Groups Committee; Academics Committee, and such other Standing Committees, if any, as the EAHN Council, acting on the recommendation of the Executive Committee may establish by resolution from time to time.

(b) The members of all Standing Committees of the Network will be drawn from the membership of the Network and no member of any Standing Committee other than its Chair will be required to be a member of the EAHN Council.

(c) Except as may otherwise be provided in this Article VII, or in the resolution of the EAHN Council establishing such standing committees:

(i) The size of each Standing Committee will be determined and may be changed by the President, the chairperson will be designated by the President, and the members of each Standing Committee will be selected and appointed by the chairperson (subject to the President's approval);

(ii) The initial term of each member of a Standing Committee will be two years; the President may reappoint any or all of the members of each Standing Committee;

(iii) Any member of any Standing Committee may resign at any time by delivering written notice thereof to the EAHN Council, and the President may at any time remove any member of each Standing Committee by delivering written notice thereof to such member.

(d) Each Standing Committee will hold such regular or special meetings as are specified in the Regulations or in the resolution of the EAHN Council establishing such Standing Committee; in the absence of any such specification, each Standing Committee will meet at such times and places and for such purposes as are determined from time to time by the Chair of such committee.

(e) Each meeting of any Standing Committee will be presided over by its chairperson, or in his or her absence by a chairperson chosen by those members of the committee present at the meeting. Minutes of each meeting of a Standing Committee will be kept by a person appointed by the chairperson to act as secretary of the meeting and to record them (who need not be a member of the committee). The minutes of all meetings of each Standing Committee will be kept in consecutive order and shall be distributed, promptly, to the Executive Committee and, after review by the Executive Committee to the EAHN Council.

#### *Section 8.2 Nominating Committee*

The Nominating Committee will consist of at least five members of the Network appointed by the President not less than six months prior to the election of officers and councillors with which they are concerned. At least one member and not more than three members of each Nominating Committee will have been a member of the previous Nominating Committee. The President may consider, but will not be bound by, recommendations for membership on the Nominating Committee received from the Vice-President of the Network and any member of the Network. It will be the function of the Nominating Committee to recommend each year to the members of the Network a slate of nominees for election as Elected Officers (as defined in Section 7.1) and Elected Councillors (as defined in Section 4.2) of the Network. Nominations of Elected Officers and Elected Councillors may also be made on petition of twenty-five or more members of the Network, provided they are communicated to the Executive Committee in writing not less than two weeks in advance of the Annual Business Meeting at which their election is to be held. The Nominating Committee may consider its own members as candidates.

#### *Section 8.3 Finances, Fundraising and Long-Range Planning Committee*

The Finances, Fundraising and Long-Range Planning Committee will be composed of at least three members of the Network appointed by the President. In addition, the Treasurer of the Network will be a member ex officio and will report to the Committee. It will be the primary function of the Committee to assist in the organization of, and to monitor, the Network's efforts to obtain financial contributions and grants of all kinds in support of the Network.

#### *Section 8.4 Publications Committee*

The Publications Committee shall be composed of at least three members of the Network appointed by the President plus the Editors of the Journal and the Newsletter. The Publications Committee is responsible for overseeing all publications of the EAHN including but not restricted to the Journal and the Website. The Committee will report to each meeting of the EAHN Council on all progress, activities and issues with regard to EAHN publications. The President is a member ex officio.

#### *Section 8.5 Interest Groups Committee*

The Interest Groups Committee shall be composed of at least three members of the Network appointed by the President. The committee is responsible for overseeing all interest groups of the EAHN. The Committee will report to each meeting of the EAHN Council on all progress, activities and issues with regard to EAHN interest groups. The Secretary is a member ex

officio.

#### *Section 8.6 Academic Standards Committee*

The Academic Standards Committee shall be composed of at least three members of the Network appointed by the President. The committee is responsible for promoting academic standards related to the mission of the EAHN. The Committee will report to each meeting of the EAHN Council. The President is a member ex officio.

#### *Section 8.7 Ad Hoc Committees:*

(a) The Network will have such Ad-Hoc Committees as the President may from time to time establish. The size, duties, and duration of existence of every Ad-Hoc Committee and the term of each member of every Ad-Hoc Committee will be as determined by the President. The chairperson and each other member (if any) of each Ad-Hoc Committee will be appointed by and will serve at the pleasure of the President. The President may at any time and for any reason (i) remove the chairperson or any other member of any Ad-Hoc Committee and (ii) terminate the existence of any ad-hoc committee.

(b) Each Ad-Hoc Committee will meet at such times and places and for such purposes as are determined from time to time by the Chair of such committees. The provisions of Section 8.1 govern the conduct of meetings of Standing Committees will apply to Ad-Hoc Committees and their members as well.

## ARTICLE IX - AMENDMENTS TO & INTERPRETATION OF THE REGULATIONS

#### *Section 9.1 Amendment by the EAHN Council*

The power and authority of the Network to alter, amend or repeal the Regulations of the Network or to adopt new Regulations to replace the Regulations then in effect will be vested in the EAHN Council.

#### *Section 9.2 Amendment by the members*

In addition, the Regulations of the Network may also be amended or repealed or new Regulations to replace the Regulations then in effect may also be adopted by the members of the Network at Annual Business Meetings and Special Business Meetings, but only in accordance with the procedure hereinafter set forth. Any member of the Network present at these meetings may offer a resolution to this effect provided that: (i) the full text of the resolution was submitted in writing to the Secretary of the Network not less than nine months prior to the meeting at which the resolution is to be voted on; and (ii) the resolution when submitted to the Network was accompanied by the signatures of no fewer than 50 other members in good standing of the Network who wish to sponsor it. The full text of any resolution submitted in this manner will be included with the notice of the Annual Business Meetings or Special Business Meetings at which it is to be voted on and will also be accompanied by a recommendation, approved by a majority of the EAHN Council, that the resolution be either accepted or rejected by the members of the Network who vote with respect to it at the meeting. In case the EAHN Council recommends a vote against the resolution, it may include in the notice a short statement of not more than 100 words giving the reasons for its action, and in that case those favouring the resolution will have the privilege of including in the notice a similar statement in support of their position.

#### *Section 10.3 Interpretations of the Regulations*

All questions regarding the meaning, construction or interpretation of any provision or provisions of these Regulations will be decided by the President of the Network, after

consultation with the other members of the Executive Committee, and such decisions will pertain until altered or reversed by the EAHN Council at any Annual Business Meeting or Special Business Meeting.