

**E**uropean  
**A**ssociation *of*  
**A**rchaeologists

**STATUTES**

**Statutes approved by the Inaugural Meeting 22 September 1994, and last revision at the Annual Business Meeting, September 2004.**

## Article I: Name and Location

- 1 The name of the organisation shall be the *European Association of Archaeologists* (hereinafter referred to as the 'Association').
- 2 The *Secretariat* of the Association shall be located where the *Executive Board* decides.

## Article II: Aims

The aims of the *Association* shall be:

- 1 To promote the development of archaeological research and the exchange of archaeological information in Europe.
- 2 To promote the management and interpretation of the European archaeological heritage.
- 3 To promote proper ethical and scientific standards for archaeological work.
- 4 To promote the interests of professional archaeologists in Europe.
- 5 To promote cooperation with other organisations with similar aims.

## Article III: Activities and functions

In order to promote the above aims the *Association* will:

- 1 Publish a journal to be called The European Journal of Archaeology.
- 2 Maintain an information service for its *Members*.
- 3 Organise an *Annual Business Meeting and Conference* and other conferences and seminars relevant to the aims of the *Association*.
- 4 Function as a monitoring and advisory body on issues relating to the archaeology of Europe.
- 5 Establish a *Secretariat* to carry out the activities of the *Association*.

## Article IV: Language

The official working language of the *Association* at the *Annual Business Meeting* and the meetings of the *Executive Board* shall be English.

## Article V: Membership

- 1 *Full Membership* is open to professional archaeologists in the following categories:
  - a) *Regular* (annual)
  - b) *Family* (annual)
  - c) *Student* (annual)
  - d) *Retired* (annual)
  - e) *Long-term* (period to be determined by *Executive Board*)
  - f) *Life*
- 2 *Associate Membership* is open to non-professionals.
- 3 *Family Membership* is open to professional archaeologists who are partners of *Full Regular, Long term or Life Members*.
- 4 Only *Full Members* shall have voting rights in the affairs of the *Association*.
- 5 Decisions regarding eligibility for *Membership* or class of *Membership* to which candidates are assigned shall be made at the discretion of the *Executive Board*.
- 6 Subscription rates for *The European Journal of Archaeology* may be included in certain membership categories.
- 7 All membership rates shall be approved by the *Annual Business Meeting*.
- 8 Students of archaeology and retired archaeologists shall be eligible to pay reduced membership rates. Reduced rates may also be applied in certain countries.
- 9 *Corporate Membership* shall be open to organisations, and institutions that undertake to make annual financial contributions to the work of the *Association*.
- 10 *Institutional Membership* is open to archaeological and academic institutions and organisations and other similar interested bodies.

## Article VI: Organisation

- 1 The governing body of the *Association* shall be the *Executive Board* (hereinafter referred to as the 'Board'). The *Board* shall supervise, control, and direct the affairs of the *Association*, its committees, and publications.
- 2 Only *Full Members* of the *Association* shall be eligible for election to the *Board*.
- 3 The *Board* shall consist of three or four *Officers* (*President, Incoming President, Treasurer, and Secretary*) and six *Ordinary Members*. The *Board* shall elect a *Vice-President* from its membership.
- 4 *Officers* and *Ordinary Members* shall be elected to the *Board* for a period of three years. One *Officer* and two *Ordinary Members* shall retire from the *Board* each year at the *Annual Business Meeting*. *President* shall be elected in the year before taking office, and serve as *Incoming President* for one year. No individual shall serve on the *Board* for more than two consecutive three-year periods. They shall become eligible for re-election after an interval of three year

- 5 The *Board* shall be empowered to make co-options to fill the places of elected members who do not complete their full three-year terms of office or for other reasons that will assist the work of the *Board*. Such co-options which shall not exceed three in any year shall be effective until the following *Annual Business Meeting*.
- 6 The *Board* shall hold at least two meetings each year. Dates and locations of meetings shall be proposed by the *President* and approved by the *Board* or a majority of the *Board*.
- 7 Decisions shall be made by simple majority vote. The *Board* may delegate the conduct of the *Association's* business to the *President* and other *Officers* and the *Secretariat* between meetings.
- 8 The *President* shall be chairperson of the *Association*.
- 9 The *Secretary* shall be responsible for the preparation of meetings of the *Board* and the *Annual Business Meeting*, together with the *President*, shall oversee the proper recording of the proceedings of meetings, shall ensure that accurate membership records are maintained, and shall ensure that decisions of the *Annual Business Meeting*, the *Board*, and the *President* are implemented.

### **Article VII: Rules of Election**

- 1 A *Nomination Committee* of three members shall be elected by the *Members* at the *Annual Business Meeting*. *Nomination Committee Members* shall serve for periods of three years, one retiring in rotation each year. No serving member of the *Board* may be appointed to membership of the *Nomination Committee*.
- 2 Names of the candidates for election to the *Board*, supported by at least ten *Full Members*, must be submitted to the *Secretariat* at least sixty days before the *Annual Business Meeting*, for consideration by the *Nomination Committee*.
- 3 The *Nomination Committee* shall nominate a candidate or candidates for election to each vacant position on the *Board*. The *Nomination Committee* will ensure a broad geographical representation with respect to age, institutional affiliation, and gender and editorial expertise where relevant.
- 4 Each *Full Member* shall be entitled to vote for one candidate for each vacant position on the *Board*. Voting shall be by mail ballot. Ballot papers shall be mailed to *Full Members* in good standing by the *Secretary* at least thirty days before the *Annual Business Meeting*. The *Secretary* will be responsible for the counting of votes received and shall certify the vote to the *Annual Business Meeting*.

### **Article VIII: Rules of Exclusion**

- 1 *Members* may be removed from the *Association* for:
  - a) Activities in violation of the *Association's* aims as set out in Article II.
  - b) Non-payment of subscriptions.
- 2 Decisions regarding removal from *Membership* shall be made by the *Board*.
- 3 Appeals against removal from *Membership* shall be considered by an *Appeal Committee* of three *Full Members* of the *Association* appointed by the *Nomination Committee*. The decision of the *Appeal Committee* shall be final.

### **Article IX: Meetings and Voting**

- 1 The *Annual Business Meeting* of the *Association* shall be held at such time and place as the *Board* shall determine. Notice of the *Meeting* shall be given to all *Members* not less than sixty days prior to the date thereof.
- 2 *Special Meetings* of the *Association* may be called by the *Board* at any time, or shall be called by the *President* upon receipt of a written request by ten per cent of the paid voting *Membership*, specifying the purpose of such a meeting. At such a meeting, no business shall be transacted except as specified in a notice to *Members*. Written notice of such a meeting shall be given to all *Members* not less than thirty days prior to the date thereof.
- 3 A referendum vote shall be held at any time on the initiation of the *Board* or a petition to the *Board* signed by ten per cent of the paid voting *Membership*. Ballots shall be mailed to *Members* by the *Secretary*. In order that they may be counted as votes, ballots must be placed in the mail by *Members* not more than thirty days after the date when they were mailed to *Members* by the *Secretary*. A simple majority of votes received shall constitute the deciding vote. The *Secretary* shall certify the vote to the *Board*.
- 4 At any meeting of the *Association*, only *Full Members* shall have the right to vote and votes may only be cast in person.
- 5 Upon the convening of any *Annual Business Meeting* or *Special Meeting*, a quorum shall consist of fifteen per cent of those voting *Members* registered for the said meeting.

### **Article X: Publications**

1. The *European Journal of Archaeology (EJA)* seeks to promote open debate amongst archaeologists committed to a new idea of Europe in which there is more communication across national frontiers and more interest in interpretation. The journal accepts not only new empirical data and new interpretations of the past but also encourages debate about the role archaeology plays in society, how it should be organised in a changing Europe, heritage management and the ethics of archaeological practice. All periods are covered; papers, review articles, interviews, and short 'debate' pieces are all sought.
2. The *EJA* shall be produced by an *Editorial Board* whose members are elected by *Full Members* of the *Association*
3. The *Editorial Board* shall consist of the *Editor* and 5 *Ordinary Editorial Board Members*, representing the major regions of Europe. The *Editor* shall be chairperson of the *Editorial Board*. Membership of the *Editorial Board*

shall rotate on a regular basis, according to a schedule to be determined by the *Editorial Board* and approved by the *Board*.

4. The *Editor* shall be appointed by the Executive Board, after advertisement of the position and prior evaluation of the candidates by the Nomination Committee. *Ordinary Editorial Board Members* shall be nominated by the *Board* or five *Full Members* of the Association and put to mail ballot as in Article VII.3 & VII.4.
5. The Association shall publish a newsletter, the Editor of which will be appointed by the *Board* and will be an ex-officio non-voting member of the *Board*.
6. Other publications may be issued at the discretion of the *Board*.
7. There shall be a Reviews Editor who shall be responsible for the review section of the EJA. The Reviews Editor shall be appointed by the Executive Board, after advertisement of the position and prior evaluation of the candidates by the Nomination Committee. The Reviews Editor shall be appointed for a period of three years and shall not serve for more than two consecutive three-year periods.
8. There shall be an EJA Advisory Board which shall, on request or at its own initiative, advise the Executive Board or the Editorial Board on the EJA and its content. The EJA Advisory Board shall consist of not less than five and not more than twelve persons suitable to advise on the EJA and its content on the basis of their standing and achievement in archaeology. Subject to the preceding, the EJA Advisory Board shall be appointed by the Executive Board for a period of three years. If a person so appointed ceases to serve as a member during the three year period, the Executive Board may appoint another to serve in her or his place for the remainder of that period. The members of the EJA Advisory Board shall elect their chairperson from among themselves.

### **Article XI: Prizes and Honours**

- 1 The *Association* shall encourage the creation of prizes, awards, and honours relevant to the aims set out in Article II.
- 2 The *Association* shall institute the *European Archaeological Heritage Prize*, to be awarded periodically to an individual, institution, or local and regional government for an outstanding contribution to the protection and presentation of the European archaeological heritage.
- 3 Institutions, organisations, and individuals who give substantial support to the *Association* may be awarded *Honorary Membership*.

### **Article XII: Fiscal and Legal Procedures**

- 1 The fiscal year of the *Association* shall be set by the *Board*.
- 2 The *Board* may receive by devise, bequest, donation, or otherwise either real or personal property, or both, and hold the same absolutely or in trust, and invest, reinvest, and manage the same, and apply the said property and the income arising therefrom to the purposes of the *Association*, except where restricted by these *Statutes*.
- 3 Payments made by *Corporate Members* and such other monies as may from time to time be designated for that purpose shall constitute a *Capital Fund* which shall be invested in the name of the *Association*. The *Board* may direct the transfer of monies from the *Capital Fund* to the *Working Fund*.
- 4 The income from annual subscriptions and from investment and other sources shall constitute the *Working Fund*, available for operating, publications, and other current expenses consistent with the objectives of the *Association* as the *Board* may direct.
- 5 The *Board* shall adopt a budget each fiscal year.
- 6 No *Officer* or *Ordinary Member* of the *Board* acting in that capacity shall receive compensation for services rendered to the *Association*. Travel expenses personally incurred by *Board Members* attending to the business of the *Association* shall be paid by the *Association* in accordance with the rules and procedures adopted by the *Board*.
- 7 The Treasurer shall provide to the *Board* at each regular meeting a report of all receipts and disbursements of *Association* funds. An annual financial report shall subsequently be published by the *Board*.
- 8 The *Board* shall appoint an independent certified public accountant to audit the financial records of the *Association* and submit an annual audit report.
- 9 No financial obligation in excess of funds available shall be assumed by the *Board* or by any *Officer* on behalf of the *Association* except when approved by a two-thirds majority of the *Board*. For this purpose, estimated receipts from annual subscriptions and other accounts receivable in the current year may be considered as available funds.
- 10 The *Board* may appoint legal counsel to act as general legal counsel and to advise in the legal affairs of the *Association*.
- 11 Every *Officer*, *Ordinary Member* of the *Board*, employee of the *Association*, and such others as may be specified from time to time by the *Board* shall be indemnified by the *Association* against all expenses and liabilities, including legal fees, reasonably incurred or imposed upon them in connection with any proceedings to which they may be made a party or in which they may become involved, by reason of being or having been an *Officer*, *Ordinary Board Member*, or employee of the *Association*, or any settlement thereof, whether the individual is an *Officer*, *Ordinary Board Member*, or employee at the time such expenses are incurred, except in such cases where the individual is adjudged guilty of wilful misfeasance of malfeasance in the performance of duties. The foregoing right of indemnification shall be in addition to, and not exclusive of, all other rights to which the indemnified may be entitled.

### **Article XIII: Dissolution**

- 1 In the event of the dissolution of the *Association*, any funds or property remaining after the satisfaction of all outstanding debts and liabilities shall not be distributed to *Members* of the *Association* but shall be given or transferred to some other body or bodies having aims similar to those of the *Association* and which prohibit the distribution of income or property among its members. Such body or bodies shall be determined by the *Members* of the *Association* at or before the time of dissolution.

### **Article XIV: Amendments**

- 1 Amendments to these *Statutes* may be proposed by the *Board* on its own initiative or upon petition by any fifty *Full Members* of the *Association*. Such amendments shall be submitted to the *Secretary* and reviewed by a *Statutes Committee* of three *Full Members* of the *Association* appointed by the *Nomination Committee* for eventual submission to the *Membership* at an *Annual Business Meeting*.
- 2 Amendments to these *Statutes* shall be approved by a two-thirds affirmative vote of the *Full Members* present and voting at any *Annual Business Meeting* or *Special Meeting* of the *Association* duly called, provided written notice of proposed changes have been sent to the *Membership* thirty days before such a meeting; or by a simple majority vote of *Full Members* voting by a thirty-day mail ballot.