



INTERNATIONAL NOT-FOR-PROFIT ASSOCIATION

ArchaeoLandscapes International
(‘ArcLand International’ in abbreviation)

Constitution

1 Name

1.1 The name of the Association shall be ‘ArchaeoLandscapes International’ (‘ArcLand International’ in abbreviation).

2 Aims

2.1 The object of this educational and scientific not-for-profit association of organisations is to promote non-destructive prospecting methods for archaeological and landscape investigations.

2.2 In particular it:

- considers all methods of remote sensing, aerial archaeology, ground-based geophysical and geochemical prospecting and surface survey;
- is concerned with archaeological investigations on all scales, from sites to landscapes, along with their analysis and interpretation;
- has an international remit in archaeological investigations and membership;
- encourages the development and implementation of new equipment, software and methods;
- is a liaison partner for other organisations and institutions with regards to archaeological prospecting and landscape archaeology;
- promotes the use of non-destructive prospecting as a method of archaeological enquiry;
- informs policymakers, specialists and all parts of the general public about the potential and limitations of archaeological prospecting;
- facilitates education in the theory and practice of these methods.

2.3 The Association aims to promote the international exchange of information and cooperation between organisations with an interest in archaeological prospecting in order to promote effective implementation, best practice and an improved knowledge-base in support of protection and management strategies, scientific interpretation, publication, presentation and public enjoyment and understanding of the archaeological heritage.

3 Membership

3.1 Membership is open to organisations interested in furthering the objectives of the Association, participating in its activities or receiving the benefit of its services. Applications for membership shall be made to the Project Officer on a form provided by the Association.

3.2 The Aerial Archaeology Research Group (AARG) and the International Society for Archaeological Prospection (ISAP) are Standing Members of the Association. The representatives of these two organisations shall be members of the General Management Board (GMB).

3.3 No organisation will be deemed a member until such application has been approved by the GMB, which will have absolute discretion to accept or refuse membership. Refusal of membership will only be by unanimous vote of the GMB; the reasons for any refusal will be communicated to the prospective applicant.

3.4 Organisations will be required to nominate a representative to receive all communications and deal with the Association. The representative or a nominated substitute will be entitled to attend General Meetings and to exercise the organisational vote. The representative will be eligible to serve on the GMB.

3.5 Organisations will be free to withdraw from the Association by submitting their resignation in writing to the Project Officer. Resignations will not be effective until 31 December of the year in the course of which the Letter of Resignation is received.

4 Project Officer and General Management Board

4.1 Subject to resolution by the organisational representatives in General Meetings, the affairs of the Association shall be conducted by a Project Officer, supported by a General Management Board (GMB) composed of five individuals, unless decided differently in a General Meeting. The GMB consists of the representatives of the Standing Members, three additional elected representatives from the other member organisations (4.2) and the Project Officer, all of whom have voting rights. In case of a tie the Chair has the casting vote.

4.2 Election of the Project Officer and the three elected members of the GMB will be by the membership at a General Meeting. Nomination forms will be circulated to the representatives of all member organisations in advance and must be returned to the Project Officer at least 30 days before a General Meeting. Voting information will then be circulated to members in advance of the General Meeting. If a member organisation wishes to vote remotely it must submit its vote to the Project Officer at least one week before the General Meeting.

4.3 The GMB will nominate a Chair from its own members. The role of the Chair is to preside, if present, at all meetings of the Association. In the absence of the Chair this responsibility will fall to another member representative, as those present shall decide for that meeting alone with single majority.

4.4 The GMB will meet at least once every year. A quorum will consist of two-thirds of the GMB. GMB members participating through telephone or video links will be deemed to be present.

4.5 GMB members will be appointed for up to three years and will be re-electable for a second term of three years, after which they will be re-electable only after an interval of three years.

4.6 The Project Officer will be appointed for up to three years and will be re-electable for a second term of three years; subsequent re-election will be allowed only after an interval of three years.

4.7 In the event of a vacancy during the course of a year, a temporary GMB member or Project Officer may be appointed by the GMB by majority decision.

4.8 Minutes will be taken by the Project Officer or a person delegated by them of each meeting of the Association. They will be approved by the Chair of the GMB. The minutes will be promptly communicated to members of the Association as sufficient notification of GMB decisions.

4.9 Special Interest Groups may be formed with the approval of the Project Officer and GMB, subject to the provision of clearly stated objectives.

5 General Meetings



5.1 The General Meeting will be the sovereign power of the Association. Reserved particularly to its competence will be: the amending of the constitution, the election and dismissal of the Project Officer and of elected members of the General Management Board (GMB), the exclusion of a member organisation, and the winding up of the Association. There is no quorum for voting at a General Meeting. The Project Officer, in consultation with the GMB, will draw up an annual report and agenda for circulation to the membership at least twenty-one days before a General Meeting.

5.2 All member organisations of the Association may send their single nominated representative to attend the General Meeting with voting rights. Organisational representatives who are unable to attend a General Meeting may vote in advance remotely (4.2). Other staff of the member organisation may attend General Meetings but will not have voting rights.

5.3 At least one Annual General Meeting will be held each year and will be scheduled with a view to attracting as many representatives of the member organisations as possible.

5.4 Special General Meetings may be requisitioned at any time by the Project Officer or GMB or by any five member organisations submitting a request in writing. At least three weeks written notice of the time, place and agenda for such meetings will be given.

6 Amending the statutes and winding up

Any proposal for an amendment to the constitution must emanate from the General Management Board or from at least five member organisations of the Association. The GMB must bring the proposal for the amendment of the constitution or for the winding up of the Association to the knowledge of the members of the Association at least three months before the date of the General Meeting which will rule on the said proposal.

Miscellaneous

Official documents must be written in English.