

Rules for the ICOM Ireland National Committee

Introduction

The Irish National Committee is established to promote and protect the interests of the International Council of Museums (ICOM) and the international museum community, as well as the persons and other entities who support museum programs. These Rules are designed to assure that the National Committee provide maximum benefits to all parties.

1. Name, Registered Office, and Structure

The Irish National Committee of the International Council of Museums (abbreviated to ICOM Ireland), has a registered office c/o The Chester Beatty, Dublin Castle, Dublin, D02 AD92, Ireland. It is a voluntary association governed by these rules of association and governance. Since 2018, the Committee has been registered for tax as a voluntary non-profit making organisation.

2. Role and Responsibilities

The responsibilities of the ICOM Ireland Committee are to foster cooperation, mutual assistance and the exchange of information among its members and in particular to:

- (i) Support and promote the aims and objectives of ICOM among professional museum workers and museums in Ireland, and contribute to the realisation of ICOM's programmes both within Ireland and elsewhere;
- (ii) Promote membership of ICOM among professional museum workers and museums in Ireland;
- (iii) Be the principal instrument of communication between ICOM and the members in Ireland by establishing consistent and practical methods for sharing information, including regular newsletters and/or on-line access;
- (iv) Ensure the management of ICOM's interests within Ireland;
- (v) Represent the interests of the members, including professional interests, to the ICOM Secretariat;
- (vi) Cooperate with the International Committees of ICOM and make arrangements with national and international museum organisations (where they meet ICOM's basic requirements) to address the needs of the museum profession. These arrangements will be self-determined by the museum community of Ireland and developed to serve the interests of the museums and museum professionals;
- (vii) Provide an open and democratic approach to museum professionalism by being an inclusive forum for all qualified members of the museum profession.

3. Membership

- (a) The membership of ICOM Ireland shall include all persons admitted to membership of ICOM as Individual, Student, Associate or Supporting Members and organisations admitted as Institutional Members, resident or located in Ireland, together with any members of ICOM resident in other States who are affiliated with the Irish National Committee as determined by the ICOM Statutes.
- (b) An Honorary Member of ICOM resident in Ireland shall be entitled to participate in the activities of the National Committee but may not hold any office or vote.
- (c) A person or institution wishing to join ICOM shall complete a membership application in the prescribed form and forward it to the ICOM Ireland Board for consideration.
- (d) Any person or institution meeting the criteria for membership set out in the ICOM Statutes, and who is not dealing (buying or selling for profit) in cultural property shall be eligible for membership of ICOM Ireland.
- (e) The Executive Board of ICOM Ireland shall consider all applications as soon as practicable after they are received. Upon acceptance of the application by the Executive Board, the applicant shall be notified and is forthwith liable to pay the annual subscription determined by the Executive Council for the proper category of membership. Upon receipt by the ICOM Ireland Committee of the annual subscription, membership rights accrue to the Member.
- (f) Membership of ICOM and of ICOM Ireland may be terminated only in accordance with the ICOM Statutes.

4. Annual Subscription

- (a) A member of ICOM Ireland shall be liable each year to pay an annual subscription to ICOM, at a rate determined by the Executive Council for the category of membership to which the member belongs.
- (b) In addition to the annual subscription determined by the Executive Council the National Committee may impose a surcharge that shall be clearly identified as such for the purposes of ICOM Ireland.
- (c) Upon receipt of the annual subscription from a new member, ICOM Ireland shall advise ICOM headquarters of the membership details and shall transmit to ICOM an amount equal to the annual subscription determined by the Executive Council as defined by the ICOM Statutes.
- (d) Upon receipt of a membership card embossed with a membership number from the ICOM Secretariat, ICOM Ireland shall attach a sticker indicating that the subscription for the current year has been paid and promptly send it to the member.
- (e) Each year upon receipt of the amount notified to an existing member, ICOM Ireland shall provide the member with a sticker for attachment to the ICOM card indicating that the subscription for the current year has been paid, and shall transmit the amount determined

by the Executive Council to ICOM headquarters no later than 1 April in the year to which the subscription relates.

(f) Subscriptions become due on 1 January in each year and are payable to the National Committee no later than 1 April. Any members whose subscription is not paid by 1 April may be denied membership services and shall not have the right to participate in the activities of the National Committee. They may not seek election to, or participate in the work of the Executive Board nor vote on any matter before the Committee until the subscription is paid. In the event that a member's subscription is not paid by 31 July of the year in which it is due, the member's membership of ICOM shall cease.

5. Finances

(a) ICOM Ireland may raise such monies for its own purpose, as it considers necessary by such means as are legal and appropriate, including the imposition of charges for events and conferences and the sale of goods and publications.

(b) ICOM Ireland shall be entitled to retain and use for its own purposes any additional monies received from members as a surcharge to the annual subscription imposed.

(c) ICOM Ireland may receive grants and donations and accept underwriting from sponsors in support of its operations and activities.

(d) All money received by ICOM Ireland shall be deposited in a bank account established for the purpose and all payments made on behalf of the Committee shall be made from that bank account.

(e) The funds of ICOM Ireland are distinct from and will be kept separate from any funds that are the property of ICOM in its international capacity and that are deposited in a special bank account.

(f) ICOM Ireland shall keep proper accounts of all money received and expended on an annual basis. The accounts shall be presented annually to the members of the National Committee at its annual plenary meeting.

6. Meetings of the National Committee

(a) ICOM Ireland shall hold such meetings, as it considers necessary for the attainment of its objectives.

(b) At least once in each calendar year, a plenary meeting of the members of ICOM Ireland shall be held. At least 28 days' notice of the convening of the annual plenary meeting shall be given to members.

(c) A member unable to attend the annual plenary meeting may designate in writing another member of the Committee as a proxy and such a proxy shall, for the duration of the meeting have all the rights of the member, including the right to vote on behalf of the member.

(d) The plenary meeting shall be the annual business meeting of ICOM Ireland. Its agenda shall include the following items:

- (i) an annual report on the work of the Committee, including details of its relationship with other components of ICOM and the National Commission for UNESCO (where one exists) and with any Associations representing the museum profession at the national level;
- (ii) presentation of the annual accounts;
- (iii) election of Executive Board members to fill any vacancies;
- (iv) review and endorsement of the annual program of the Committee for the following year.

(e) The quorum for the annual plenary meeting shall be 10% of the voting members of ICOM Ireland present personally or by proxy, provided that at least five voting members of the Committee are present in person.

(f) At meetings of ICOM Ireland, each member shall be entitled to one vote on any matter before the Committee but may also exercise proxy votes on behalf of other members. An Institutional Member may, in writing, designate a person to vote on its behalf.

7. Management of the National Committee

(a) The affairs of ICOM Ireland shall be managed by an Executive Board elected by the members. The Executive Board shall consist of a Chairperson and Secretary/Treasurer and at least three other persons, including such additional office-bearers as the Committee considers necessary. After each annual plenary meeting the Executive Board will elect certain of their members to fill these designated roles.

(b) Any member of ICOM in good standing who is a member of ICOM Ireland, including a designated representative of an Institutional Member is eligible to stand for election to the Executive Board, subject to the limitations imposed by the ICOM Statutes.

(c) The chairperson and the other members of the Board shall be elected for three years, and their mandate can be renewed once. No person may serve as an Ordinary Member of the Executive Board for a continuous period of more than six years unless subsequently elected as Chair, Vice-Chair, Treasurer or Secretary. No person may serve more than twelve consecutive years.

(d) If a member of the Executive Board ceases to hold office for any reason during the period between annual plenary meetings, the position may be filled by co-optation of another member of ICOM Ireland until the next annual plenary meeting is held, when the vacancy shall be filled by election.

(e) A member of the Executive Board shall cease to hold office if the member:

- (i) resigns,
- (ii) ceases to be a member of ICOM for any reason,

(iii) is no longer a member in good standing,

(iv) is no longer a resident of the host State.

(f) The Executive Board shall meet as often as it deems necessary but not less than twice in each year.

(g) The quorum for a meeting of the Executive Board shall be at least two-thirds (66.6%) of the total membership of the Board.

8. Amendments to Rules

(a) The Rules of ICOM Ireland were adopted by the members at the Annual General Meeting on 15 October 2020 and may be amended at any subsequent annual plenary meeting of the National Committee.

(b) Any suggested amendments to the Rules must be proposed and seconded by members of ICOM Ireland in good standing. The text of any proposed amendments, together with any explanatory material, shall be notified to the members of the National Committee at least 28 days prior to the annual plenary meeting at which they are to be considered.

(c) Proposed amendments may be further amended at the annual plenary meeting at which they are considered, but only if the further amendment is minor in nature. The Chairperson of the meeting shall decide whether a further amendment is of a minor nature.

(d) Adoption and amendment of the Rules shall require a three-quarters (75%) majority of the members present and voting, and then only if at least one-third (33.3%) of the members of the Committee are present at the meeting, either personally or by proxy.

9. Dissolution of the National Committee

(a) ICOM Ireland shall be dissolved if the Executive Council of ICOM withdraws recognition under the terms defined in the Statutes.

(b) In the event that ICOM Ireland is dissolved, the residual assets shall be referred to the Executive Council of ICOM for disposition according to relevant national laws.