

Friends of the Hlučín Area Museum Society

Citizens' association Statutes

Motto:

Hlučín Area is not only a geographic expression. It is a phenomenon with its specific history, which imprinted the region and its population its unique characteristic. To preserve its identity, it must become a thing of interest of rational people of various professions and generations willing to selflessly engage in the region's benefit.

Preamble:

Museums activity is dependent on public who supports their growth and development. Many museums have their friendship societies and patronal organizations. A museum is obliged to create a favourable environment for this support and to appreciate its merits, to support this practice and build harmonic relations between the patronal organization and museum employees.

(PROFESSIONAL MUSEUM CODE OF CONDUCT
– The International Council of Museums ICOM)

I. Fundamental provisions

Friends of the Hlučín Area Museum Society (SPMH) is a citizens' association which is a voluntary, independent and non-political association of citizens, with its main goal to preserve the past of the Hlučín Area alive, to preserve and develop the Hlučín Area specific identity, its traditions and folklore. The Society follows the tradition of the Silesian cultural and educational foundation Hlučínsko from 1991 and all other national-history activities. The Society's activity is closely related with events and activities of the Hlučín Area Museum and other educational and cultural institutions.

II. Name and seat

1. a / The citizens' association is called: Friends of the Hlučín Area Museum Society (hereafter SPMH).

b/ Seat of SPMH: Muzeum Hlučínska, Zámecká 4, 748 01 Hlučín.

c/ SPMH operates in the area of the historically established Hlučín Region.

d/ SPMH is a legal entity.

III. Goals and resources

1. The goal of SPMH is:

a/ Uniting persons engaged or willing to engage in the documentary, collecting, explorational or publishing activities in individual fields of social and natural sciences within the scope of activity of SPMH. Participating in searching and collecting relics connected to historical and cultural development of Hlučín region; furthermore, to participate in documentation and promotion of current events in the Hlučín Area and to spread enlightenment and awareness about this region.

b/ Collecting evidence of nature and society development in the area and concentrate these relics to the Hlučín Area Museum collections.

c/ Participating in the Hlučín Area Museum events. Organizing, with cooperation with the museum, lectures, discussions, exhibitions and other cultural events for wide public of the town and region.

d/ Once a year, publishing a national-history magazine, subject of which will be reports about the SPMH and the museum activities (exhibitions, lectures, debates, conferences etc.), essays about the history of the Hlučín region, national-history literature news, profiles of public figures, events etc.

e/ Participating in acquisition and collecting activities of the Hlučín Area Museum.

f/ Participating in promoting national-history and museum work of the Hlučín Area Museum.

g/ Participating in preserving and restoration of cultural landmarks and works of arts from both, past and present, as well as nature of the Hlučín region.

h/ Cooperation with the Hlučín Area Municipalities Association and other societies and institutions, with the town of Hlučín and other towns and municipalities of the Hlučín region, as well as with schools in the town of Hlučín and the region.

2. Resources to reach the goal are particularly:

a/ Active and publishing activity within the scope of casual prints, books with regional and nation-historical themes, photographs, postcards, posters, and art prints.

b/ Narrow cooperation with the Hlučín Area Museum.

c/ Publishing national-history magazine.

d/ Editorial and publication activity.

e/ Releasing and popularization of research results through lectures, discussions, exhibitions, films, video programmes, or other means.

f/ Cooperation and agency activity at cultural and specialist events of the Hlučín Area Museum and universal support of its activities.

g/ Awarding prizes to support research and initiative activity of the SPMH members.

h/ Cooperation with institutions and museum societies operating in the same or similar fields, especially in Moravia and Silesia.

i/ Cooperation with persons, institutions and compatriot societies abroad.

j/ Mediation of services and hand-made-activities for use of museum work, repair and maintenance of subjects of cultural nature.

k/ Gaining sponsorship and other contributions and gifts, applying for project financing from public resources, as well as grants from nongovernmental endowment funds etc.

IV. SPMH membership

1. a/ Any citizen of the Czech Republic older than fifteen with no criminal record can become a member of SPMH. Society distinguishes membership of honour, proper, contributing, corresponding, foreign, and collective membership.

b/ A corporate body, and especially villages within the radius of SPMH, can become a collective member.

c/ Citizens of a foreign country, compatriots in particular, may become our foreign members.

2. Formation and classification of membership

a/ Proper members are accepted by the SPMH Committee, based on their application form and references from any member of SPMH. The reference could be replaced by a submitted or published work from the sphere of SPMH's activities. Proper members fulfil the SPMH goals by their documentary, collecting, explorational or publishing activities in fields of social and natural sciences within the scope of activity of SPMH.

b/ Contributing members are accepted by the SPMH Committee. Contributing members participate especially in service providing, organizational works, and obtaining financial resources necessary for fulfilling the SPMH's goals.

c/ Members of honour are nominated based on the Committee's proposal after a ballot at a general meeting.

d/ Corresponding members are people interested in active cooperation on fulfilling the Society's goals in form of submissions by correspondence only. Corresponding members are accepted by the SPMH Committee.

e/ Collective members are accepted by the board of the SPMH Committee.

f/ Foreign members are accepted by the board of the SPMH Committee.

g/ Accepted members will get a membership certificate.

h/ Applicants declined by the Committee may appeal in written form to the general meeting, which decides definitely. General meeting's decision about a new member acceptance is conditioned by winning 2/3 of votes of all members present at the general meeting.

3. Membership character

a/ The SPMH membership is voluntary.

b/ Proper members pay a stated member's fee.

c/ Institutions and corporate bodies, especially municipalities and towns within the radius of SPMH, may become a contributing member. Contributing members fulfil their member's duty particularly with their regular financial support of SPMH.

d/ Collective members assert their claims at general meetings through representatives appointed in writing.

e/ Membership of honour is offered by the Committee after the general meeting's acceptance to persons who significantly contributed to national-history development in the sphere of activity of SPMH, or long-term significantly support SPMH financially or morally. Members of honour do not pay member's fees and they have an advisory vote at general meetings.

4. Members' rights and duties

Each member's rights:

a/ Taking part in SPMH activities, with their guests. However, those guests cannot take part in general meetings.

b/ Voting and be elected to SPMH functions, all functions are fundamentally honorary. Members younger than 18 do not have the right to vote. Collective and corresponding members cannot be elected to Committees and organs of SPMH.

c/ Being informed about public and economic activity of SPMH, commenting on SPMH's activity and proposing improvement measures.

d/ Obtaining prints published by SPMH possibly for a lower price.

e/ Studying in collection funds of the Hlučín Area Museum while observing the given rules.

f/ Taking part in general meetings. If any of the foreign members takes part in the general meeting, he may, based on a written authority, represent also other foreign members.

Each member's duties:

h/ Active contributing to fulfilling the SPMH's goals and inform the general meeting about it. Members, whose state of health makes the activity impossible, do not have this duty. A proper member's activity is, according to Article IV, sec. 2a of the Statutes, work realized in writing, lectures or records /photo, film, audio, video/ etc. A contributing member's activity is a function in SPMH, participating in administrative, editorial, translating, and organizational

tasks, illustration works, material gift to the museum's collections or archives, donor acquisition, or a financial gift, canvassing of subscribers of the national-history magazine etc.

i/ Observing the Statutes and fulfilling the general meetings' resolutions; protecting the honour and credit of SPMH by their behaviour and action.

j/ Paying the stated member's fee, except the exceptions stated above.

k/ Responsibly performing accepted functions in SPMH.

l/ Announcing a change in address to the Committee of SPMH.

5. Termination of membership

a/ By a written statement of a member, that he withdraws from SPMH.

b/ Reason for the termination of membership is a serious breaking of Statutes. The general meeting decides on terminating of membership, based on the Committee's proposal, by the qualified majority of members present.

c/ Termination of membership occurs, if a member does not pay his member's fee in two consecutive years.

d/ Termination of membership occurs due to the death of the member.

e/ Termination of membership occurs due to the termination of SPMH.

V. Organizational classification

1. a/ SPMH has legal subjectivity in accordance with generally obligatory rules.

b/ The chairman, executive officer or other authorized person is entitled to act on behalf of SPMH.

2. a/ SPMH is managed by at least three- to five-member Committee elected by the general meeting for three years.

b/ The Committee decides in all SPMH affairs, if the general meeting does not stipulate the right to decide.

c/ The Committee designates the editorial board to guarantee the publication activity.

d/ The Committee, as needed, appoints working teams to guarantee some of the SPMH's tasks.

3. The general meeting votes usually a three-member auditing Committee for three years.

4. SPMH uses its own symbol and stamp.

VI. General meeting

1. a/ The highest organ of SPMH is the general meeting formed by all members, convened by the Committee at least once a month.

b/ The members must be invited and notified of the agenda at least 14 days in advance.

2. The general meeting particularly:

a/ Approves the Committee's report about the activity and program of activity – i.e. determines SPMH's tasks for the next period.

b/ Approves the budget and the economic activity report.

c/ Votes and removes from office the Committee's and the auditing Committee's members.

d/ If necessary, provides complementary vote.

e/ Accepts new members of SPMH according to Article IV. point 2h of these Statutes and decides about disposal from SPMH according to Article IV. point 5b of these Statutes.

f/ Determines the amount of member's fee.

g/ Decides about changes of Statutes of SPMH.

h/ Approves the electoral regulations and rules of procedure of SPMH.

i/ Reviews results of the SPMH dissolution.

3. a/ The general meeting is constitutes a quorum when at least half of all proper and contributing members are present. The resolutions are passed by simple majority, Statutes changes by two-thirds majority. Foreign members' presence does not count into the attendance.

b/ If by the date and time stated, the necessary amount of SPMH members does not convene, the Committee waits half an hour and then opens the general meeting's proceedings constituting a quorum by a two-thirds majority of all the members present.

c/ In case of a written request of one third of proper and contributing members, the Committee is obligated to convene an extraordinary general meeting.

VII. Committee

1. a/ A Committee elected at the general meeting by a direct and secret vote, votes from its midst a chairman, an executive officer, an economist, and possibly a trustee and a vice chairman. The Committee is a statutory organ of SPMH and a chairman acts on its behalf, if not stated differently later.

b/ The Committee provides the SPMH activity and organizing of general meetings.

c/ The Committee accepts resolutions by the qualified majority of its members.

d/ The Committee meets if necessary, at least once a month.

e/ If necessary, the Committee is entitled to form working groups such as advisory, expert and so on and it is entitled to charge them with independent tasks. To guarantee the tasks planned, contracts of work may be made.

2. The chairman is entitled to control the SMPH activities, to prepare and manage the Committee and general meetings, and to represent SPMH in public. At the general meeting, he reports the Committee's activity. In case of equality of votes, the majority is granted to the side, the chairman has voted for.

3. The executive officer acts for the chairman (if the function of vice chairman was not set up), upkeeps an agenda, does correspondence, prepares general meetings and proposals for them, upkeeps reports from Committee meetings and general meetings, executes the Committee's resolutions, and maintains a list of members.

4. The economist administers the SPMH assets in full extent (if the function of trustee was not set up), accepts effective money and payments, pays sum of money approved by the Committee and accepted by the chairman, upkeeps accounting, the tax agenda, the list of subscribers, and the member's fee payment record.

VIII. Auditing Committee

1. Members of the auditing Committee elected by the general meeting elect from their midst a chairman, who manages its activity and upkeeps records.

2. a/ Members of the auditing Committee monitor, if the SPMH activity meets the statues, and at least once a year they check its economic activity.

b/ Knowledge and faults found are submitted to the Committee for the situation to be rectified.

3. At the SPMH general meeting, the Committee presents its opinion on the economic activity report and its resolution proposal about the Committee's activity and management.

IX. Publication activities

1. a/ Publication activity of national-history nature is managed by an editorial board designated by the Committee in accordance with the goals and mission of SPMH.

b/ The editorial board manages and provides publishing of the national history magazine and other prints of SPMH and they are responsible for its standard and content.

c/ The editorial board vote from their midst a chairman, who manages their meetings.

d/ The editorial board decide collectively by a majority of all members.

2. Editing activity is provided by an editor, who prepares meetings of the editorial board. The editor may set up a team of executive editors.
3. The editorial board draw up a record of important meetings (editing program, financial requirements, questionable contributions etc.).
4. In financial matters, the editorial board accepts recommendations for the SPMH Committee (the price of magazines and publications, obligatory and complimentary copies, the editorial program SPMH budget requirements etc.).
5. Authors of ordered and not collected contributions may appeal against the decision of the editorial board to the Committee of SPMH.

X. Economic activity and assets

1. Assets of SPMH:

a/ Members' fees.

b/ Donations and funding from collective and contributing members or other persons and institutions.

c/ Incomes from collateral activity of SPMH such as revenues from admissions of forums, lectures organized by SPMH and other cultural-social events organized by SPMH, as well as incomes from selling publications issued by SPMH.

d/ Personal and real chattels acquired according to generally obligatory rules, including obligations and receivables.

e/ Grants and projects.

2. SPMH activities with economic nature are subject to generally obligatory legal and financial rules.

3. The general meeting approves a financial budget for the SPMH's economic activity. The Committee is authorized to dispose of the SPMH assets in the range given by Statutes and resolutions of general meetings. The final accounts for the past year must be discussed by the Committee and agreed by the general meeting, by the half of March of the following year at the latest.

4. Posts in SPMH are honorary and work for SPMH is not paid. SPMH usually covers only pre-arranged, ordered and accepted.

5. Financial resources are being used especially for these purposes:

a/ organizing cultural and education events

b/ publishing

c/ promotional materials

d/ administration

XI. Dissolution of SPMH

1. a/ SPMH may cease to exist by a decision of the two-thirds majority of members (i.e. except corresponding and foreign members) at a referendum executed in a written form.

b/ The dissolution of SPMH and holding the referendum might be proposed by a petition of at least one third of the members (except corresponding and foreign members) or the Committee of SPMH.
2. The last general meeting will review the referendum result and will designate a liquidator of SPMH.
3. At dissolution of SPMH, documents pass to institutions according to valid regulations and SPMH's assets to the Hlučín Area Museum provided that if a new society is established with the same goals, the Hlučín Area Museum will donate assets of former SPMH to it.

XII. Concluding provisions

1. The Statutes were registered by the Ministry of the Interior of the Czech Republic on 30th September 2010 under the reference number VS/1-1/81407/10-R.
2. The Statutes are mandatory for all members and bodies of SPMH. Only the general meeting of SPMH with following re-registration by the Ministry of the Interior is authorized to implement changes.
3. Modifications and updating of the Statutes, which would be contradicting the constitutional declaration of human rights are prohibited.
4. The contact address of SPMH is Muzeum Hlučínska, Zámecká 4, post code 748 01 Hlučín. The Committee is authorized to change the address if necessary.
5. SPMH got the identification number 22854401 by the Czech statistical office.
6. The SPMH's account number is 1874117319/0800.