



# European Suzuki Association

## MODEL STATUTES of a NATIONAL SUZUKI ASSOCIATION

### Name, seat and goal

#### Article 1

1. The name of the Association is: \_\_\_\_\_. Its residence is \_\_\_\_\_.

(ESA Comment: There is **only one National Suzuki Association** ('the Association') in each country licensed to use the name "Suzuki" for its activities in accordance with the Name Agreement between the ESA and the International Suzuki Association (ISA)

2. The goal of the Association is to disseminate and promote the philosophy and pedagogical method of Dr. Shinichi Suzuki in the "NAME OF THE COUNTRY", both in theory and in practice. This goal is a direct derivative of the goals of the European Suzuki Association (hereinafter: ESA), with which the Association is closely related.

(ESA Comment: The Constitution must specify that '**the purpose of the Association is to further the educational aims and methods established by Dr Shinichi Suzuki**'.)

### Means

#### Article 2

The Association tries to reach its goals by:

1. Promote the trademark Suzuki as assigned in the "Name Agreement Sub-License" with ESA

(ESA Comment: Name Agreement Sub-Licence will give your Association the right to the Suzuki trademark in your country)

2. Maintaining contacts and exchanging information with the ESA and with sister associations in other countries
3. Organizing workshops for Suzuki students and parents
4. Organizing teacher meetings
5. Organizing teacher training courses

(ESA Comment: **Teacher Training** is the main focus of the activities of the National Suzuki Associations and this should be **reflected in the aims and work** of the National Association)

6. Furthering positive publicity on the Suzuki method
7. Supplying information to interested parties
8. Acquiring contributors and one-off donations
9. Other legal means



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### Membership

#### Article 3

1. The Association consists of A-members, B-members and C-members, honorary members and contributors. The A-, B- and C-members are called ordinary members; the classification is equal to the ESA member categories:
  - a. A-members are fully qualified Suzuki teachers ESA level 5 (ESA Diploma)
  - b. B-members are all other teachers, divided into:
    - B1-members: Suzuki teachers with ESA level 3 or 4
    - B2-members: Suzuki teachers with ESA level 1 or 2
    - B3-members: those who are in training for ESA level 1
  - c. C-members are all other natural persons

(ESA Comment: Reference to ESA Bylaws, section 2.2., point IV)

- d. Only qualified persons – A, B1, B2 members - are entitled to describe themselves as Suzuki teachers

(ESA Comment: Only **qualified persons**, those listed in clauses a, b, c, are entitled to describe themselves as **Suzuki teachers**)

2. In order to become an ordinary member, one should apply with the Board, which decides on admission to membership. If the Board decides to decline admission, the AGM may decide to still admit the applicant.
3. Honorary members are those who have, because of their extraordinary merits to the Association - or in line with the goals of the Association - been appointed as such by the AGM upon nomination by the Board.
4. Contributors are natural persons or other legal bodies who subscribe to the goals of the Association and support the Association with an annual donation.

#### Article 4

1. Membership ends:
  - a. By the decease of a member.
  - b. By written termination by the member. The membership then ends at the end of the financial year, in which the termination took place, provided the termination was made at least one month before of the end of the financial year; otherwise membership ends at the end of the next financial year, save exemption of that period granted by the Board.
  - c. By expulsion. This is pronounced by the Board only if a member acts contrary to the constitution, bye-laws or decisions of the Association or if the member causes unreasonable harm to the Association. In case of expulsion the Board as soon as possible notifies the member in question by registered mail, stating the reasons for expulsion. The member may within one month after receipt of such notification enter an appeal in writing to the AGM. The decision of the AGM is binding upon the member and the Board. During the appeal period and until a decision to the appeal has been reached, the member is suspended.
2. When membership ends during a financial year, the annual membership fee is still owed for the entire financial year. The Board may grant exemption from this.



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### Membership fees

#### Article 5

1. Ordinary members pay an annual membership fee which is determined by the AGM. Membership fees may vary for different membership sub- categories.
2. Contributors pay an annual donation of which the minimum is determined by the AGM.

### Board

#### Article 6

1. The number of Board members is decided by the AGM, but it shall be at least three. Board members are appointed by the AGM from among the members from the Association, taking into account as much as possible a distribution over the backgrounds of the members which are balanced in view of the goals of the Association.

The term of office is \_\_\_\_ .The re-election is unrestricted.

(ESA Comment: The number of Board members is decided by the AGM. The term of office is three to five years maximum)

2. The AGM may suspend or remove from office a Board member at any time. Such a decision, other than at the request of the Board member in question, requires a majority of at least two-thirds of the valid votes.
3. In case of a premature vacancy in the Board, the next AGM appoints a successor. In the resignation schedule, the successor takes the place of his predecessor.
4. The functions of Chairman, Deputy Chairman, Secretary and Treasurer are assigned among themselves by the Board members.
5. The Board may call in the assistance of an Advisory Council and one or more committees recruited from among the members.

### Financial year

#### Article 7

The financial year runs from \_\_\_\_ to \_\_\_\_ of the following year. The first financial year ends on \_\_\_\_.

### Assembly General (AGM)

#### Article 8

1. Each year within six months of the end of the financial year, an annual Assembly General Meeting (AGM) is held.

(ESA Comment: AGM (Annual General Meeting) to be held every year)



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2. In this meeting the Board presents its annual report and, submitting relevant documentation, gives account of its rule in the past financial year
3. The AGM each year appoints a committee of at least two members, which cannot be members of the Board; this committee examines the account of the Board and reports its findings to the AGM.
4. Approval by the AGM of the annual report and unconditional enactment by that AGM of the accounts acquits the Board.
5. The AGM each year nominates a representative to the ESA plus a deputy representative.

(ESA Comment: Country representative will be elected as an ESA Board member. Reference to ESA „Role, responsibilities and skills of Country Director“)

6. The AGM also deals with proposals which have been made by the Board or which have been submitted to the Board at least fourteen days before the meeting by at least one-tenth of the members. The same applies equally to extraordinary AGM's.

### Article 9

1. [In addition to the annual AGM] the Board shall convene an AGM whenever it considers it necessary, or whenever the Board is required to do so by the law or this constitution.
2. The Board is required to convene an AGM when one tenth of the members (or, if this is less, twenty members) present a written request to the Board to convene such meeting, stating the subjects to be dealt with. In this case, the meeting shall be held within four weeks of receipt of the request. If this has not happened, the requestors can convene an AGM themselves in the same way the Board convenes the AGM.

### Article 10

1. The members of the Association are called to each AGM by the Board at least two weeks in advance.
2. The Chairman of the Board - in his absence, one of the other Board members - acts as chairman of the AGM.
3. The AGM is entitled to make decisions if more than half of the members are present.  
(ESA Comment: **A quorum for membership meetings shall be expressly included**)
4. Unless this constitution states otherwise, all decisions are taken with an absolute majority of votes of unsuspended members present at the meeting.
5. Each member has one vote, but in any case, A and B members together cannot be overruled.

(ESA Comment: It is suggested to consider that A, B1 and B2 members are full members, but B3 and C members are associate members)



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### Changing the constitution

#### Article 11

1. The constitution of the Association may be changed by decision of the AGM, provided that the call for the meeting mentioned that changes to the constitution were going to be proposed at the meeting. A copy of the proposal containing the exact wording of the changes shall be available to the members in a suitable place from five days before the meeting until after the end of the meeting.
2. The decision to change the constitution can only be made with a majority of at least two-thirds of the valid votes cast, in a meeting where at least two-thirds of the total number of members is present.
3. If the required number of members is not present, a new AGM is called within four weeks. In this meeting, regardless of the number of members present, a decision can be taken with a majority of at least two-thirds of the valid votes cast.
4. The quorum stipulated in clause 2 of this Article is not required if the proposed changes solely contain the implementation of new or changed ESA rules.
5. The changes in the constitution do not come into force until a notarial deed of it has been drawn up. Any Board member is authorized to have the deed executed.

### Dissolution and settlement

#### Article 12

1. A decision to dissolve the Association is subject to all provisions of Article 11, clauses 1, 2 and 3.
2. Settlement of the properties of the dissolved Associations executed by the Board, unless the decision to dissolve appointed one or more others as liquidators.
3. When deciding to dissolve, the AGM shall determine the purpose to which a possible credit balance of the association shall be applied.
4. Settlement is executed in accordance with the law.

### Bye-laws

#### Article 13

1. The AGM can enact and change Bye-laws. These shall not contain provisions which deviate from or are in conflict with the law or this Constitution.

(ESA comment: Any rules or procedures approved by AGM is considered as an Internal regulation which is an integral part of Statutes)



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### Other provisions

#### Article 14

1. To the extent that this Constitution, the Bye-laws or other regulations enacted by the AGM should conflict with the Constitution or other official rules of the ESA, the ESA Constitution or rules shall take precedence, provided they are not contrary to law.
2. In cases that this Constitution, the Bye-laws or other regulations enacted by the AGM do not provide for, the Board shall decide.
3. Members and bodies of the Association shall in their acts take the body of thought of Dr. Shinichi Suzuki as their guiding principle.