

**A IATBLT vzw Statutes**

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**§ 1 Name**

The name of the Association is the International Association for Task-Based Language Teaching (IATBLT) vzw

**§ 2 Objectives**

- 1 IATBLT vzw is an international and worldwide organization of scholars interested in and active contributors to the field of task-based language teaching (TBLT).
- 2 IATBLT vzw aims to promote principled approaches to TBLT, and especially to:
  - 2.1 promote research, applications, and development of TBLT
  - 2.2 help to disseminate results and resources, and
  - 2.3 promote international and interdisciplinary cooperation in the field.
- 3 IATBLT vzw aims to pursue these objectives using all the means at its disposal, in particular to:

- 3.1 oversee the running of an international conference on TBLT every two years,
- 3.2 promote the dissemination of information by other appropriate means including its website.

### **§ 3 Nature of IATBLT vzw**

- 1 IATBLT vzw is a non-profit-making association under Belgian law.
- 2 Siège Sociale of IATBLT vzw is Blijde-Inkomststraat 7, Leuven, Belgium.
- 3 IATBLT vzw may not discriminate against any member, on the grounds of race, gender, religious belief, sexual orientation, language, ethnicity, disability, or political affiliation.

### **§ 4 Membership of IATBLT vzw**

- 1 Individual membership of IATBLT vzw includes all participants who a) registered at the last biennial conference, for a period lasting two years, or b) by registering via the IATBLT website. Individual membership is valid until the subsequent conference. The minimal number of members is 3.

- 2 Executive Board Member

The Executive Board Members are chosen from the membership. The first Executive Board Members are chosen by the founding members. The next Executive Board is chosen by majority vote by the General Meeting.

- 3 Associate Member

An Associate Member is an institution, corporation, or non-profit association that has interests and activities deemed by the EB to be relevant to the objectives and practices of IATBLT vzw, with non-voting rights.

4. Founding members

Kris Van den Branden (Belgian), Lindekensbaan 24, 2560 Kessel

John Norris (US), 2619, N.Upshur St., Arlington, VA 22207, USA

Martin Bygate (British), Middle Turn, Townside, Haddenham HP17 8BG, UK

## § 5 Governance

### 1 General Business Meeting

1.1 The General Business Meeting has the mandate to amend the statutes, approve the budget and financial report, and appoint the members of its Executive Board (EB). The General Business Meeting controls the EB and is mandated to discharge any member from the EB by consensus.

1.2 All members of the IATBLT vzw automatically become members of the General Business Meeting. They are sent an invitation to attend the annual General Business meeting by internet correspondence. The invitation includes the agenda of the meeting and is sent to members minimally 8 days before the meeting. All decisions taken by the General Business meeting are described in detail in the minutes of the meeting, which are sent to all members of the vzw by internet correspondence..

### 2 Executive Board

2.1. IATBLT vzw is governed by its Executive Board (EB). The EB administers the affairs of IATBLT vzw and represents IATBLT vzw in all judicial and extrajudicial proceedings. By consensus the Executive Board gives the authority to minimally 2 EB members ('governors') to conduct financial transactions on behalf of the IATBLT vzw and represent IATBLT vzw in all judicial proceedings. These governors can be discharged by the Executive Board (by majority of votes).

2.2 The EB consists of members of the vzw. All members of the vzw can apply for a position in the EB on a voluntary basis and are appointed by the General Business Meeting (by majority of votes). The Executive Board is composed of ten voting members:

2.2.1 a President

2.2.2 a Vice President (VP),

2.2.3 a Secretary (S),

2.2.4 a Treasurer

2.2.5 two ordinary Members

2.2.6 the Past President

- 2.2.7 In addition, three representatives are co-opted to the EB, one proposed by each of the host committees of the two previous international conferences, and one proposed by the organising committee of the next conference.
- 2.3 EB meets at least once every year, at the biennial International Conference and at another location to be designated during non-conference years. All EB members are expected to attend all EB meetings
- 2.4 Elections take place at the General Business Meeting. The terms of office are all for four years – the period between three consecutive conferences. The office holders may be re-elected to the same or other positions for further periods of two years, up to a maximum of 8 years.
- 2.5 If there is a vacancy on the EB during the period between Conferences, the President has the power to invite the General Business Meeting to appoint a temporary replacement.
- 2.6 The General Business Meeting has the power to discharge members of the EB. For this a majority of votes during a General Business Meeting is required. The member of the EB needs to be notified of this motion at least 2 months before the next General Business Meeting. A member of the EB can resign by informing the EB (through written communication) at least two months before the next General Business Meeting. The General Business Meeting has the mandate to accept this resignation by majority of votes. .

## **§ 6 Decision Making**

- 1 The proceedings of the General Business Meeting and the EB meetings are not valid unless a majority of respective members are present or represented by proxies.
- 2 The following rules apply:
- 2.1 EB meeting and General Business Meeting
- 2.1.1 The President or, in the President's absence, the Vice-President chairs the meeting.
- 2.1.2 Resolutions are by a majority vote of the voting members (present or represented by proxy).
- 2.1.3 Voting is by a show of hands.
- 2.1.4 If one member present so wishes, voting may be by secret ballot.

2.1.5 In case of a tie, the President has and must cast the deciding vote. If the EB does not have a quorum, the President has the power to call a ballot of EB members either by post or electronically.

## 2.2 Appeals

2.2.1 Any IATBLT member in good standing has the right to appeal an EB or General Business Meeting decision.

2.2.2 A written appeal is to be sent to the Association President who will establish an ad-hoc committee to assess the appeal. The ad-hoc committee will make a recommendation to the President who will present it to EB for a decision.

## **§ 7 Membership Dues**

1. A member pays their dues by virtue of a) having registered for the last biennial conference, or b) by individual subscription via the association website. Dues of professional members will normally be higher than those for students. The fee amounts to maximally 300 Euro.
- 3 Associate Members pay annual dues as determined by EB. The fee amounts to maximally 300 euro.
- 4 The fees for Individual Members and for Associate Members are to be approved at each meeting of the EB. This information is to be made available on the website.

## **§ 8 Budget and Financial Statements**

- 1 The fiscal year of IATBLT vzw starts on January 1 and terminates on December 31 of the same calendar year.
- 2 At each EB meeting, and at any General Business meetings of the Association, the Treasurer is to submit, for approval, the budgetary statements for the last two financial years completed, and the proposed budget for the upcoming year.
- 3 A financial statement is to be submitted annually to the relevant qualified external auditor.

## § 9 Amendments to the Statutes; Dissolution

- 1 A motion to amend the Statutes may only be made at the General Business Meeting. Any member of the vzw may send notice to the Secretary of a suggested change to the Statutes. Notice must be sent at least two months prior to the General Business meeting.
- 2 The Secretary is to bring to the attention of the General Business Meeting the full details of the amendments or dissolution two months in advance of the Meeting.
- 3 A motion to amend the Statutes is not valid unless supported by a majority of those General Business Meeting members present or represented by proxy.
- 4 A motion to dissolve IATBLT vzw may only be made at a General Business Meeting. The motion is not valid unless at least two-thirds of all EB members vote and the General Business meeting accepts the motion by majority vote.
- 5 Amendments to the Statutes are disseminated through the IATBLT vzw website.
- 6 In case of dissolution, IATBLT vzw assets, including resources such as website material and publications, are to be donated to a language-education related non-profit international organization determined by the EB at its final meeting prior to the vote of dissolution.