



## IETM Governance Structure

**Adopted at IETM's Extraordinary General Assembly  
in Vilnius, October 2009**



## IETM Board of Directors and the non-statutory Advisory Committee

As a large and influential network dedicated to supporting and developing the contemporary performing arts in all its diversity, IETM seeks dynamic and committed professionals in the network to contribute to its vision and management. Discussion and debate takes place in the context of a rich exchange of cultures (in every sense) - this is professionally stimulating for our advisors and governors as well as providing the foundations for IETM's continued evolution.

The Board and other advisory bodies of IETM endeavour to be representative of the diversity of the IETM membership and therefore aim to be balanced in terms of gender, geography, type of artistic work and type/size of structure.

Board and Advisory members are committed IETM members who are willing to give their time, energy and thinking in order to supervise the governance of the organisation, to participate actively in decisions leading to the development of the network, to frame and accompany policy and to act as a link to and from the IETM members.

Desirable qualities and experiences of Board members include:

- International-level art form expertise
- Long-term strategic planning
- International-level fundraising
- Financial management
- Communication and marketing, public relations
- Personnel management

They may also promote and represent IETM, in coordination with the President and the Secretary General.



## Board of Directors

*7 members*

### **Areas of responsibility of the Board of Directors:**

- Ultimate responsibility for the legal and financial governance of IETM.
- Monitors the internal proceedings and rules of the network.
- Can propose modification of the statutes to the General Assembly.
- Delegates wholly or partially management and administration or other powers to the Secretariat including:
  - Compliance with Belgian and EU accounting and tax requirements and legal requirements
  - Compliance with Belgian employment law.
- Receives and approves regular financial and operational reports from Secretariat.
- Receives and approves relevant documents including management accounts, annual reports and other relevant documents in a timely manner.
- Approves the IETM Plenary Meeting proposals.
- Plans and participates in the Advisory meetings.
- Is responsible for the planning of the General Assembly (advising, requesting or reviewing proposals from the Secretary General)
- Can represent the association in official contacts with institutions, funding bodies, national authorities, and other networks. In this, they assist the Secretary General.

### **The Board of Directors operates according to the statutes:**

- It is elected (i.e. the proposed list is approved or amended) by the General Assembly (upon proposal by the Board of Directors in consultation with the Advisory).
- It reports to the General Assembly.
- The mandate is 3 years, with the possibility to renew the mandate once.
- It meets roughly every 2 months : a maximum of 4 Board meetings a year + 2 teleconferences (nb : travel and accommodation costs may be paid for attendance to Board meetings which take place outside of the annual plenary meetings).
- The quorum is 4 persons (including President and/or Vice-President).



## Advisory Committee

**Max. 15 members**

**+ 7 Board Members**

**+ invited observers (IETM meeting organisers)**

The Advisory Committee is a non-statutory body whose members serve as a link to and from the IETM members.

**Although they do not have decision-making powers, the members of the Advisory Committee assist the Board of Directors and Secretariat as a think-tank, by:**

- Discussing the content and direction of the network and advising on middle and long term strategic plans;
- Identifying the most important questions concerning the performing arts from artistic/ political/ social/ economic etc. perspectives, with a view to including these in the network's agendas;
- Maintaining close contact with the membership, especially new members;
- Participating actively in the animation of IETM Plenary Meetings (moderating round tables, budding etc);
- Assisting the Board to research and propose future Board and Advisory members.

**The Advisory members have:**

- A 3-year mandate, not renewable. Advisory members may also serve shorter terms if they wish.
- No costs covered for their attendance at meetings or other duties.
- No legal responsibilities.
- They meet twice a year, normally on the Thursday just before the Plenary Meetings begin.
- They are elected by the General Assembly upon a proposal by the Board of Directors in consultation with the Advisory.



## President

### *and Vice-President – if applicable*

The President (assisted by the Vice-President) takes an overall perspective on the functioning and direction of the network, including the different needs and purposes of the membership, the meeting organisers and other partners, the Board and the Secretariat and the internal and the external environment in which the network operates.

The President (assisted by the Vice-President) opens the Plenary Meetings, chairs the General Assembly, the Board of Directors and the Advisory meetings, and prepares the agendas for these in collaboration with the Secretary General. In accordance with the statutes of the association the President has a casting vote in the case of a tie vote with regard to resolutions adopted by the Board.

The President (assisted by the Vice-President) supports, guides and monitors the work of the Secretary General and participates in his/her annual performance review.

The President has a term of three years and can be re-elected once in the same capacity.

