



# ProGEO

the european association for the  
conservation of the geological heritage



articles

2018

Articles of the Association first adopted at Mitwitz, May 1993 modified in Madrid November 1999, adjusted in Reykjavik 2015 and in Chęciny 2018

1. The name of the Association is “The European Association for the Conservation of the Geological Heritage”, with its shorthand form “ProGEO”, hereafter referred to as the Association or ProGEO.
2. The Association is a European Non-Governmental Organisation (NGO) and its working language is English.
3. The objectives of the Association are to improve the status of geological heritage and the protection of sites (geosites) and landscapes of geological interest throughout Europe by:
  - a. the promotion of a co-ordinated European policy for geoconservation;
  - b. the recognition, categorisation and documentation of geosites on a unified basis so as to define those sites whose conservation is a matter of European concern;
  - c. the provision of information and advice on matters relating to geoconservation;
  - d. the organization, conduct of, or participation in, projects in furtherance of the above;
  - e. the promotion of public awareness of geoconservation and of its applications;
  - f. the encouragement of the exchange of ideas and information on geoconservation through the holding of meetings and conferences, the production of a newsletter and other publications, and by any other means likely to achieve the objects of the Association;
  - g. the promotion of a possible new International Association for Geoconservation.

## MEMBERS

4. Membership of ProGEO shall be open to all individuals and organisations interested in promoting the above objectives.
5. Members of ProGEO shall belong to one of the following categories:
  - a. individual members;
  - b. institutional members.
6. On the proposal of the Council or of the Executive Committee, the General Assembly may honour persons or institutions of exceptional merit and achievement (in terms of the objectives of ProGEO) by conferring Honorary Membership on such persons or institutions.
7. All members are subject to the payment of an annual subscription to be fixed by the General Assembly, with the exception of Honorary Members. In fixing the level of this membership fee, the General Assembly shall have regard to the financial circumstances of the various countries and shall also decide on a general discount level of individual members, to prevent the exclusion of the majority of the nationals of any country. The General Assembly should also decide on discounts for students and retired persons. The ProGEO representatives (see §30) shall provide to the Treasurer a list of all members, in each country and their status.

8. All active members shall have equal voting rights at General Assembly Meetings of ProGEO and may elect and be elected to any body of ProGEO, considering that they are regarded active members. Institutional members have the right to cast one vote in the General Assembly.
9. Active members shall not be in default with their subscription, upon the confirmation of the Treasurer of ProGEO.

## STRUCTURE

10. The association shall carry out its work through the following bodies:
  - a. General Assembly;
  - b. Council;
  - c. Executive Committee.

In addition, National Groups and Regional Groups may be constituted in accordance with §31 and §34

## GENERAL ASSEMBLY

11. The General Assembly is the policy-making body of the association and supervises the conduct of the affairs of the association. The Assembly shall meet at intervals not longer than four years, preferably during international meetings organised by the association.
12. The General Assembly is composed of all active members of the association.
13. The meetings of the General Assembly are convened and coordinated by the President of ProGEO. The minutes of the meetings shall be recorded and archived by the Executive Secretary.
14. In the event of more than 25% of the active members notifying the President that in their opinion an extraordinary meeting of the General Assembly is required, the President shall convene and conduct such a meeting in due time.
15. The General Assembly is responsible for the election of the President, the Elected Members of the Council, and the Executive Committee.
16. The President is the senior representative of the association in all its official functions, but may delegate general or specific responsibilities to the Vice President(s) and/or to other members of the Executive Committee as he/she sees fit. The President shall not serve more than six years, or until the first General Assembly after this maximum period. In case of impediment, the President should be replaced by the Vice-President with the longest membership of ProGEO, until the next election takes place."
17. Each ordinary meeting of the General Assembly will receive the reports of the President and Vice-Presidents, of the Executive Secretary and of the Treasurer for the period since the preceding meeting. The period shall be reported in whole calendar years, and will therefore not include the year of an upcoming meeting. Such reports, together with an agenda of the business to be transacted and all other necessary documents, will be circulated to all active members at least one month before any meeting of the General Assembly.

Active members who are absent from the General Assembly may vote by means of a postal or electronic vote.

18. All active members shall have the right to propose topics and motions (including votes of no confidence) for discussion at the General Assembly, subject to three months' notice being given to the President.
19. The General Assembly will elect a chair of the election committee, which is constituted of the Vice Presidents and the past Presidents still members of the Association. It will also elect three substitute members in case a member of the Election Committee themselves becomes a candidate. The Election Committee shall recommend candidates for the General Assembly elections.

## COUNCIL

20. The Council is the policy making body, which acts on behalf of the General Assembly in between the ordinary meetings or when there is no possibility to organise an extraordinary meeting of the General Assembly.
21. The Council shall consist of all ProGEO representatives (articles 30, 31, 32), together with representatives to be elected, irrespective of nationality, by the General Assembly ("Elected members of the Council"). All Council members must be active members of ProGEO.
22. To be represented on Council, countries must be European and must be members of the UN.
23. The Elected members of the Council have a mandate for the period between two consecutive ordinary General Assemblies.
24. The minutes of Council meetings shall be recorded by the Executive Secretary of the Executive Committee. In order to facilitate this procedure, electronic Council meetings will be accepted."

## EXECUTIVE COMMITTEE

25. The Executive Committee has the responsibility to undertake the day-to-day management of the Association. It shall consist of the President, Vice-Presidents, Executive Secretary, Second Secretary, Treasurer, and four other members. The General Assembly should also elect three substitute members in case it is necessary to replace an elected member, temporally or permanently. This committee shall meet as required (electronic meetings acceptable), the quorum being 50%.
26. The Executive Secretary shall not serve more than six years, or to the first General Assembly after this maximum period. The other officers may be re-electable.
27. The Executive Secretary is responsible for co-ordinating all functions of the association and for the recording and dissemination of all information inside and outside the Association relating to these functions and he/she is the official contact point of ProGEO. He/she will convene all Executive Committee meetings.

28. The Second Secretary is nominated by the Executive Secretary from among the members of the Executive Committee, assists the Executive Secretary and minutes Executive Committee meetings.
29. The Treasurer is responsible for the control of the association's finances, also the keeping of accounts to be audited to the satisfaction of the Association. Auditors may be elected within or outside the Association. If the need arises, auditing will be performed by a professional audit office.

## NATIONAL GROUPS

30. The ProGEO activity in each European country may be organised in National Groups. A National Group is constituted of all ProGEO members in each country, which should be coordinated by a ProGEO representative. The ProGEO representative represents ProGEO in each country and represents national members in the ProGEO Council. The representative may function alone in a transition period while a national group is being formed.
31. Before each ordinary general assembly, the Executive Secretary shall call on each country to select its ProGEO representative, who should assume their duties as Council member for the next period.
32. ProGEO representatives shall be selected in each country by means which are as democratic as possible.

## REGIONAL GROUPS

33. Regional Groups are constituted by the National Groups of neighbouring countries. The aim of Regional Groups is to coordinate and promote ProGEO activities in these countries.
34. Regional Groups are coordinated by one of the ProGEO representatives elected within each Regional Group. The coordinators of Regional Groups function by default as Vice-Presidents of the association and shall not serve more than six years, or to the first GA after this maximum period.
35. The creation and settlement of Regional Groups is authorised by the General Assembly.

## AMENDMENT OF ARTICLES

36. These Articles may only be modified by the vote of a two-thirds majority of all active members at a General Assembly.