

International Organization of Folk Art (IOV)
Time to Change - Plan IOV 2020
Accepted at the GA, 12th November 2016



CONTENT:

MISSION	2
VISION	4
STRATIGIC GOALS	5
Organizational structural development				
Giving financial future to IOV				
Communication as key for the operation				
GOALS	6
INTERNAL RULES	10
BYLAWS	12

MISSION

Environmental study:

- IOV is active since 1979 as an international organisation in the world of folklore and folk art. Today this is called Intangible Cultural Heritage. This has a positive image, since UNESCO adopted a Convention about ICH in 2003.
- IOV is a recognized NGO-partner at UNESCO's Intangible Cultural Heritage (ICH)
- There are two world organizations active: CIOFF and IOV. Traditionally CIOFF is limited to festivals, while IOV also counts organizations working in the field of ICH, scientists, crafts and folk culture in the broad sense to its target members.
- IOV is a world organization with a good name everywhere it operates.

SWOT analysis:

Strengths:	Weaknesses:
<ul style="list-style-type: none">- Network of organisations and individuals all over the world, interested to ICH- Many years of good operation with many members- Well defined goals- ICH and UNESCO recognition- Willingness of volunteers supporting the operation	<ul style="list-style-type: none">- Aging volunteers in the boards, at festivals and in groups- Weak administrative structure- Transferring organization in 2012 to America was not a success- Weak financial basis: small contribution of members- No overview of the membership, by an archaic way of tracking by the membership- IOV has become less visible, whereby the members do not identify with it. For example, for years a deficient calendar on the website

Opportunities: <ul style="list-style-type: none"> - Young people are available - Operation restructuring with new ITC possibilities - Better brand marketing, e.g. by presence at festivals - Support of national and regional structures - Establish the Organization back in Europe - Highlighting the benefits of membership, e.g. projects to keep lively interest in ICH - Writing policy vision over several years and annually evaluate 	Threats: <ul style="list-style-type: none"> - The undersized structural operation continues - Members drop off, not only by age - Volunteers will be dropping off - The administrative organization is not suited to the distribution of the membership. The core is in Europe, the Executive Committee outside Europe - The organization is so broad in scope that the regions and the countries are not sufficiently involved in the operation and do not identify with the global organization
--	---

Conclusion:

IOV is a world organization with great potential to its members. It wants to continue in motivating organisations and individuals in the study, the practice and dissemination of intangible values such as folklore science and resaerch, folk art and ICH in all its aspects.

VISION

A plan of action for the next 4 years is required. We call it "IOV 2020".

- IOV 2020 wants to be constructive for the future of IOV and is not a sign of disapproval for the persons who have worked with a lot of commitment to maintaining IOV.
- IOV wants to operate like a professional world Organization, even if all the Board members are volunteers. This is realized by a renewed structure of the organization. New articles of Association (Bylaws) are indispensable and the key items are defined in IOV 2020.
- Development of a new system of registration of all kind of people working in the world of ICH for exchanging information, available for members on internet.
- The commissions (Performance & Practices, Research, communication and publications, Specific Projects) are in IOV 2020 retained as important components of the operation. They meet regularly (in vivo or by internet) and on the internet (website and newsletter) can be seen the result of their operation.
- IOV 2020 aims to have a financial structure that can guarantee the stability of the organization.
- IOV 2020 sees internal and external communication as a strategic objective in order to keep IOV recognised as a world organization in 2020 and still on the map of ICH.

STRATEGIC GOALS

1. Strategic goal 1:

ORGANIZATIONAL STRUCTURE DEVELOPMENT

- a. Review of the bylaws
- b. Reform of
 - i. Executive Committee
 - ii. Board of Directors
 - iii. Commissions
 - iv. Committees

2. Strategic goal 2:

GIVING FINANCIAL FUTURE TO IOV

- a. Treasurer with well-defined tasks
- b. Revenue search

3. Strategic goal 3:

COMMUNICATION AS KEY FOR THE OPERATION

- a. Internal communication
- b. External communication

GOALS

The Time To Be Different - Plan IOV 2020, formulates 20 goals supporting the three strategic goals.

Each goal is SMART (specific, measurable, assignable, realistic, time-related) formulated.

ORGANIZATIONAL STRUCTURE DEVELOPMENT

1. A working group works on the adaptation of the Bylaws or Statutes, which are to be voted at the beginning of the General Assembly (GA). At the same time, this working group does a proposal on Internal Rules (IR) as well.
 - a. Working group composed by April 1st
 - b. Comparison between the original German-language bylaws and the English bylaws of Prague (2012), by May 1st
 - c. New statutes ready by October 15th
 - d. Proposal of IR that regulates agreements arising from the articles of the bylaws, by October 15th.
2. IOV back to its basics, by a statute change at the beginning of the GA in 2016.

This objective is realized by:

 - a. The Organization settles back in Europe; by installing the official registration in Austria, under the law of EU.
 - b. To draw an organization chart where Europeans can nominate for important functions, with guaranteed representation from other continents.
3. Organization chart: the functions for a functioning IOV are agreed on the GA by November 2016, as part of the new statutes and IR.
 - a. Executive Committee (EC) of maximum 6 people. Each of them has the right to vote, also the Secretary General:
 - i. 1 President
 - ii. 2 Vice-Presidents. Preferably male/female, younger and different continent than President
 - iii. 1 Secretary General. Supervises the members list, the website and the reports of the meetings. Promotes the functioning of the regions and the national sections.
 - iv. 1 Treasurer
 - v. 1 Secretary.
 - b. A limited number of commissions (maximum 5). The Chairman of each commission shall have voting rights in the Board of Directors. He/she cannot assume a position in the EC.

- c. Board of Directors (BD). The aim is to limit to a maximum of 19 people.
Composition:
 - i. The 6 members of the EC
 - ii. The 5 chairs of the commissions, including a youth commission, still to install.
 - 1. Performances & Practises
 - 2. Science and resaerch
 - 3. Communication & Publications
 - 4. Special Projects
 - 5. Youth
 - iii. 1 older meritorious person, representative of the Group of senators.
 - iv. Five (5) Regional Executive Directors (RED), one from each continent. The REDs are in the Board the link between the board, the regions and the members.
 - 1. Africa
 - 2. America
 - 3. Asia
 - 4. Europe
 - 5. Oceania
 - v. Possible co-opting of up to 2 members, to compensate the imbalance in gender, age, representation of the continents, etc.
 - d. A limited number of committees. The Chairman of a Committee shall have no voting rights in the EC or BD, but he/she may be invited to attend the meetings of the EC or BD.
4. Organization chart: the people in the various functions of the organization chart are elected at the GA in November 2016.
 5. At least every two years, IOV organises an international conference, the first one in 2017. A youth congress takes place in the context of these conferences.
 6. IOV is working on what could be given to the members, e.g. a flag for festivals, free entrance on IOV manifestations, a copy of quarterly specialized magazine Folk Culture free of charge in Arabic, French and English, etc. A yearly overview is given in het yearly report of the SG.
 7. IOV is working on what could be done to improve the level of the performances of folklore group on festivals, e.g. by organizing courses or promoting a kind of competition. A yearly overview is given in het yearly report of the SG.
 8. National sections are sending yearly report and financial report to the SG, either they have legal authority, or are just working as a voluntary organization. A yearly overview is given in het yearly report of the SG.

GIVING FINANCIAL FUTURE TO IOV

9. The function of a Treasurer is critical in the proper functioning of an association. This mandate is fulfilled in recent years by several people at IOV. Henk Huijser has been appointed and he provided a financial overview of the years 2014 and 2015 at time of the GA by 2016.
10. The Treasurer is working with the Secretary (or another Member of the BD) in updating the list of members. There is an overview on the GA by 2016.
11. The Treasurer makes annually a financial statement about the expiring year and a budget for the following year. As part of this plan IOV 2020, a budget for 2017 will be presented at the GA in November 2016.
12. The daily management of IOV is actively seeking broader financial opportunities. With the aim to have increased financial opportunities in 2017.
It explores the possibilities of fundraising at the European Union, at Senators of IOV, at sponsors and in countries where members of the DB are active.
An annual summary on progress is given in the annual financial statement.
13. A financial plan "IOV 2020" is submitted to the financial annual report on 2018.
14. IOV will cooperate with countries and companies in events related to ICH. An annual summary on progress is given in the annual report and financial statement.
15. IOV is working with different levels of senators and honourable members to bring in supplementary support. An annual summary on progress is given in the annual report and the annual financial statement.
16. IOV is working to create paid positions in 2017, for e.g. the work on membership data base, the reports of the meetings, updating the website, writing projects, etc.

COMMUNICATION AS KEY FOR THE OPERATION

17. Meeting reports

The Secretary General and the Secretary ensure timely (normally within the week) reports of meetings of the EC, the BD, the commissions and the committees. This starts from the GA in 2016.

18. Website

The website provides insight in the working of the association.

- a. the website is renewed by the end of 2016
- b. the website provides the opportunity for intranet and extranet by the end of March 2017.

19. Newsletter

Newsletters are created for the effective members of IOV and for the Board members of IOV. This is realized together with the renewal of the site by the end of March 2017.

20. Data file

The IOV 2020 plan aims to implement a data file by the end of 2017, making data exchange possible between the accounting, members file, files for newsletters etc.

INTERNAL RULES

The internal rules (IR) clarifies matters arising from the bylaws. Under no circumstances can the IR contradict or overrule the bylaws. Adaptation and amendment of the IR are within the competence of the Board of Directors.

1. Meetings of IOV

- a. The internet meetings are announced at least two weeks in advance and the calendar has been added.
- b. Members of EC, BD, commissions or committees confirm their presence or apologize. Who is absent without excuse twice, gets a blame and can be sanctioned in case of further absence.
- c. The EC of IOV meets monthly at an agreed time, e.g. the second Saturday of each month.
- d. The BD of IOV meets once a quarter at an agreed time, e.g. on the last Saturday of the last month of each quarter.
- e. For meetings in person, e.g. the GA, the date is agreed in advance for six months. The invitation with the agenda and the necessary documents are delivered in advance at least fourteen calendar days.

2. Voting in IOV

- a. For each meeting except for the General Assembly, the principle is: one person one vote.
Decisions are best taken in consensus. Voting is exceptional.
- b. General Assembly.
 - i. During the General Assembly (GA) is voted by country.
 - ii. Only affiliated members on the date of the GA are authorized to vote for his/her country.
 - iii. Affiliated members from the same country, agree who will vote for his/her country.
 - iv. The countries may have a different number of votes.
 - v. The criteria according to which votes will be awarded, are determined at the start of each GA.
 - vi. For the GA by November 2016 a country may have up to 11 votes, according to the following criteria:
 - ✓ 1 vote per country present.
 - ✓ 1 extra vote for a country, where the national section has no legal registration. The proof of the functioning as national section is given at least five days before the start of the meeting to the Secretary-General.
 - ✓ 1 extra vote for a country, with more than 3 institutional members. The proof of the functioning as national section is

given at least five days before the start of the meeting to the Secretary-General.

- ✓ 5 extra votes per country where the national section has legal registration. If in a country where registration is not possible, and the national section shows strong activity, 5 votes will be given as well. In both cases proof of this is given, at least five days before the start of the meeting, to the Secretary-General.
- ✓ 1 extra vote per set of 10 different paying members in 2016, with a maximum of 4 additional votes.
- ✓ In summary:
 - a. A country with 1 to 9 members = 1 vote
 - b. A national section without legal status = 1 extra vote
 - c. A national section with more than 3 institutional members = 1 extra vote
 - d. A national section with legal status, or where registration is not possible = 5 extra votes
 - e. A country with 10 to 19 members = 1 extra vote
 - f. A country with 20 to 29 members = 2 extra votes
 - g. A country with 30 to 39 members = 3 extra votes
 - h. A country with 40 or more members = 4 extra votes

3. Membership fees of IOV

- a. The GA determines whether the membership fee is paid per country, whether per festival, group, organization or person.
- b. The amount of the membership fee is determined according to the most recent list of the gross domestic product per capita. For every region of IOV we compute the average of the amount for each country of the region. This figure is then the basis for the membership fee of each country from this region.
- c. IOV youth members pay half the fee. Honorary members pay no fee.

4. Representation of every continent

The name Regional Executive Secretary (RES) that formerly was used, is confusing with the tasks of the Secretary General and the Secretary. That's why we use the title Regional Executive Director (RED). Each continent has a RED in the Board of Directors (BD). In the BD they take care for the flow of information to the regions and the countries, in consultation with the Secretary-General. Conversely, they provide for the operation and the flow of information from the regions and countries in their continent, to the Secretary-General and the BD.

BYLAWS

What certainly must be listed in the bylaws:

- approval and amendment of the Internal Rules (IR) are within the competence of the Board of Directors (BD)
- a member of the EC cannot be at the same time a member of the EC and Chair of a Commission or Committee
- Commissions
 - o The bylaws provide in maximum five commissions:
 - Performances & Practises
 - Science and research
 - Communication & Publications
 - Special Projects
 - Youth
 - o The BD appoints and dismisses the members of the commissions, acting on a proposal of the EC.
- Committees
 - o The bylaws can provide in committees.
 - o The BD appoints and dismisses the members of the committees, acting on a proposal of the EC.