



## Linee guida, procedure e modulo di domanda per le elezioni del Consiglio 2023

### Panoramica dei mandati del Comitato Esecutivo e dei membri del Consiglio

<i>Membro del Consiglio/Comitato Esecutivo</i>	<i>Posizione</i>	<i>Paese</i>	<i>Fine del mandato corrente</i>	<i>Ri-eleggibile?</i>
<b>Comitato Esecutivo</b>				
Deborah Kelleher	Presidente	Irlanda	Nov 2025	Si
Elisabeth Gutjahr	Vice Presidente	Austria	Nov 2023	<b>Si</b>
Jeffrey Sharkey	Vice Presidente	Regno Unito	Nov 2025	Si
Ivana Perković	Segretario Generale	Serbia	Nov 2025	Si
<b>Consiglio</b>				
Claire Michon	Membro del Consiglio	Francia	Nov 2025	No
Ricardo Ceni	Membro del Consiglio	Italia	Nov 2025	Si
Bruno Pereira	Membro del Consiglio	Portogallo	Nov 2025	Si
Martin Prchal	Membro del Consiglio	Paesi Bassi	Nov 2025	Si
Keld Hosbond	Membro del Consiglio	Danimarca	Nov 2025	Si
Rico Gubler	Membro del Consiglio	Germania - Svizzera	Nov 2023	<b>Si</b>
<i>Posto vacante</i>	Membro del Consiglio			
<i>Posto vacante</i>	Membro del Consiglio			

#### *Art. 5 degli Statuti*

*Il Consiglio dell'Associazione (di seguito "il Consiglio") è composto da un minimo di sei e non più di dodici membri, compreso un Comitato Esecutivo formato da membri con specifiche cariche aggiuntive.*

*I membri del Consiglio sono nominati per un periodo di tre anni. Ciascun membro del Consiglio può essere rieletto per non più di un ulteriore mandato di tre anni per la stessa posizione in seno al Consiglio.*

#### **Elezioni dell'AEC Novembre 2023:**

- Le elezioni si terranno a Novembre 2023 per le posizioni seguenti:
  - Un (1) Membro del Comitato Esecutivo** (Vice-Presidente)
  - Due (2) Membri del Consiglio**
- Da novembre 2023 e fino a novembre 2024, i seguenti paesi continueranno a essere rappresentati in seno al Consiglio dagli attuali membri il cui mandato è in corso:
  - Danimarca
  - Francia
  - Irlanda

- Italia
- Paesi Bassi
- Portogallo
- Serbia
- Regno Unito

### **Elezioni per tutte le posizioni**

- Tutte le candidature devono essere inviate all'Ufficio dell'AEC **entro l'11 Settembre 2023**
- I candidati devono fornire una candidatura scritta in lingua inglese. La candidatura consisterà in un Curriculum Vitae e in una breve lettera di motivazione (250-350 parole per i candidati del Consiglio; 350-500 parole per i candidati ai posti del Comitato Esecutivo). La lettera dovrebbe trattare l'esperienza e le qualità personali che il candidato ritiene adatte alla posizione per cui si candida e dovrebbe riportare i propri auspici per l'Associazione e i propri obiettivi in caso di elezione
- Ai candidati sarà richiesto di presentarsi brevemente all'Assemblea Generale in forma orale
- I candidati sono pregati di consultare le linee guida sull'ammissibilità, il profilo, il ruolo e i doveri pubblicati separatamente

### ***Elezioni per i membri del Consiglio***

Ciascuna candidatura a membro del Consiglio deve essere firmata dal candidato e controfirmata da un rappresentante di 1 altra istituzione membro attivo dell'AEC. Si prega di utilizzare il 'modulo per le elezioni dell'AEC' qui in basso. Se si riscontrassero problemi nel reperimento della firma della persona che appoggia la candidatura, si prega di compilare il modulo con il nome e chiedere alla persona di inviare un messaggio per email all'Ufficio dell'AEC, dichiarando il proprio supporto alla candidatura.

### ***Elezioni per i membri del Comitato Esecutivo***

Ciascuna candidatura a membro del Comitato Esecutivo (Presidente/Vice-Presidente/i/Segretario Generale) deve essere firmata dal candidato e controfirmata da rappresentanti di due altre istituzioni membri attivi dell'AEC; Uno dei due rappresentanti deve essere membro del Consiglio. Si prega di utilizzare il 'Modulo per le Elezioni AEC' che trovate qui sotto. Se si riscontrassero problemi nel reperimento della firma della persona/e che appoggia/no la candidatura, si prega di compilare il modulo con il/i nome/i e chiedere alla/e persona/e di inviare un messaggio per email all'Ufficio dell'AEC, dichiarando il proprio supporto alla candidatura.

**Paragrafo di riferimento nello statuto AEC (traduzione italiana non disponibile)**

**The Council**

*Article 7*

- 7.1 The Council of the Association (hereinafter “the Council”) shall be composed of at least six and no more than twelve members, including an Executive Committee formed by members with specific additional responsibilities.
- 7.2 An incomplete Council or Executive Committee is still competent, despite the obligation to elect additional members.
- 7.3 The Council members are elected from among the representatives of active member institutions by the General Assembly (cf. Article 5). The same applies for the election of members of the Executive Committee with voting rights, who are elected from among the Council members. No country may be represented on the Council by more than one active member. To be able to represent a country, it is essential for the elected person to be affiliated to a member institution from that country at the time of the elections. The Council shall make every effort to achieve a balanced regional, geographic and gender representation.
- 7.4 Members of Council are appointed for a period of three years. Each Council member may be re-elected for no more than one further period of three years to the same position on the Council.
- 7.5 Any member of the Council may resign before the end of his or her term of office of three years. In such a case, the member must normally announce his or her intention sufficiently in advance for proposals of candidates for his or her post to be received before the next General Assembly. The resigning member must also, normally, remain in office until the election of his or her replacement.
- 7.6 In the exceptional case that the conduct of a Council member is considered to be a reason for the person’s removal from office, the implementation of this procedure requires a written request including a clear description and explanation of the reason why the motion was brought forward by at least 1/10<sup>th</sup> of the members of the General Assembly.
- 7.7 In addition to its 6 to 12 members elected by the General Assembly and without prejudice to the provisions of article 4.2 of the articles of association, the Council itself may co-opt from time to time additional members representing special interest groups (for instance: associate members, teachers, students, etc.). These co-opted members representing special interest groups may be appointed in consultation with the relevant interest group within AEC. The co-opted members remain in place for as long as the Council so wishes, but no co-opted member may exercise this function for more than six consecutive years, and there must never be more than three co-opted members in place at the same time. The opinions of the co-opted members are duly taken into consideration, but the latter do not take part in the voting of the Council.
- 7.8 The Council and the Executive Committee are normally chaired by the President of the Association, as explained in detail in article 6.
- 7.9 In addition to a President and its two vice presidents, the Association has at its disposal a

General Secretary who carries out the duties of secretary and treasurer. The President, the two vice presidents and the General Secretary are elected by the General Assembly from among the Council Members as explained in article 5.4.

- 7.10 The Executive Committee is composed of the President, the two vice presidents, the general secretary and the executive director of the AEC (cf. Article 8.10). The executive director prepares the Assemblies of the Executive Committee but does not have the right to vote.
- 7.11 The members of the Executive Committee are elected for a period of three years. Each Executive Committee member may be re-elected for no more than one further period of three years to the same position on the Executive Committee.
- 7.12 Council members elected to a post in the Executive Committee, or Executive Committee members elected to a different post in that committee, are eligible, subject to successful re-election, to serve for up to two full terms of three years in each new post. The total duration of all mandates must not exceed 15 years.

### **COUNCIL AND EXECUTIVE COMMITTEE DUTIES AND REPRESENTATION**

#### Article 8

- 8.1 The Council is responsible for the administration of the Association, including the management of funds and other assets of the Association. The Council members perform their duties in a collegial manner.
- 8.2 More particularly, the Council has the mission of:
- Defending the mission and nature of the Association and supervising all its activities;
  - Proposing the Association's strategic direction to the General Assembly,
  - Deciding on the admission of active and associate members (cf. 10.1)
  - Monitoring the Association's financial health and solvency, the protection of its assets and the effective and efficient use of resources;
  - Examining the annual accounts and the financial statements and submitting them to the General Assembly for approval;
  - Verifying that the funds and subsidies from external financing bodies are used in compliance with the financial regulations or other similar obligations of these bodies.
  - Assuming all additional responsibilities defined and published in the form of internal regulations completing these articles of association.
- 8.3 The resolutions of the Council are adopted at the absolute majority of votes, whatever the number of members present. In compliance with the decisions taken by the Council, the conditions stipulated in article 5 apply and take into account the following elements:
- The Council meets at least twice a year, except in case of *force majeure*
  - The Council also meets if at least three of its members request an additional meeting.
- 8.4 The Executive Committee is a standing committee of the Council. It has all the powers of the Council between the meetings of the Council, unless otherwise specified by the Council.
- 8.5 More particularly, the Executive Committee is responsible for:
- Specifying the fundamental topics that will be broached by the Council and/or the General Assembly;

- Deciding on the acceptance of active and associate members between the Council meetings (cf. 10.1);
- Ratifying overall salary policy concerning employees of the Association;
- Approving periodic financial reports of the Association, in particular the interim updating of the current year's budget;
- Giving provisional approval to the previous year's accounts within six months of the financial year end;
- Approving financial transactions and contracts which are above the approved budgets of the employees of the Association;
- Acting as a Nominations Committee for the appointment of persons to the Council;
- Exercising any further responsibilities that may be determined and published as internal regulations supplementing these articles of the association (cf. 13);
- Exercising any other power of the Council which the Council may resolve to delegate it.

8.6 The resolutions of the Executive Committee are adopted at the absolute majority of votes cast, independently of the number of members present. Generally, the Executive Committee gathers at least twice a year, between Council meetings. In principle, additional meetings are held in the form of an audio conference. To validate a decision taken during a meeting by audio conference, a quorum of at least three members is required.

8.7 The Association shall be represented in and out of court by Council members acting collectively, by two members of the Executive Committee acting jointly or by the President or the General Secretary acting unilaterally.

8.8 By means of a written resolution, the General Assembly may stipulate that the Council may not take decisions described in that written resolution without the General Assembly's prior consent.

8.9 The services of the members of the Council are honorary. However, any expenditure for the Association incurred at the specific request of the Council may be reimbursed and should be mentioned in the finance report presented to the General Assembly. Travelling expenses of Council members for the purpose of attending meetings are initially met by their own institutions. In those years where the Association's budget permits, they may be reimbursed partially or in full. In the event of partial reimbursement, priority will be given to members of the Executive Committee, whose meetings are more numerous and whose costs are correspondingly greater.

8.10 The Council may appoint, with the title of Executive Director, one or more persons responsible for performing the duties assigned by the Council, these comprising the day-to-day management and the representation of the Association in respect to this day-to-day management. The day-to-day management comprises both the acts and decisions that do not exceed the needs of the Association's day-to-day life and those that do not justify the intervention of administrative bodies due to their minor importance or their urgency. Any restriction to the power of representation granted to the person responsible for the day-to-day management is not enforceable on third parties even if it is published.

8.11 As regards hierarchy, an Executive Director reports directly to the Council or the President. The Executive Director may be assisted by an administrative team. The team may also comprise Vice Executive Director representing the Executive Director in all the latter's duties, in the case of the latter's unavailability.



Association Européenne des  
Conservatoires, Académies de  
Musique et Musikhochschulen

## Modulo per le Elezioni dell'AEC 2023: Membro del Consiglio

Da inviare all'Ufficio dell'AEC entro l'11 settembre 2023

Association Européenne des Conservatoires, Académies de Musique et Musikhochschulen (AEC)  
Avenue des Celtes / Keltenlaan 20  
1040 Bruxelles  
Belgio  
Tel: +32 27371670  
[info@aec-music.eu](mailto:info@aec-music.eu)

CANDIDATURA PER IL CONSIGLIO DELL'AEC *alle elezioni che si terranno l'11 Novembre 2023*

Presento la mia candidatura al Consiglio dell'AEC:

Firma:

Nome:

Istituzione:

Paese:

Allego il mio curriculum vitae e una breve lettera di motivazione (250-350 parole) in inglese.

Firma del proponente

Nome:

Istituzione:

Paese:



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**Modulo per le Elezioni dell'AEC 2023: Vice-Presidente**

**Da inviare all'Ufficio dell'AEC entro l'11 settembre 2023**

[info@aec-music.eu](mailto:info@aec-music.eu)

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CANDIDATURA PER IL VICE-PRESIDENTE DELL'AEC ***alle elezioni che si terranno l'11 Novembre 2023***

Presento la mia candidatura al Consiglio dell'AEC:

Firma:

Nome:

Istituzione:

Paese:

Allego il mio curriculum vitae e una breve lettera di motivazione (250-350 parole) in inglese.

Firma del membro del Consiglio:

Firma del secondo proponente:

Nome:

Istituzione:

Paese:

Nome:

Istituzione:

Paese: