

Statutes of the International Association for Open Knowledge on Invasive Alien Species

English version April 2018

ARTICLE I

Name and Location

Section 1. The name of the organization is “International Association for Open Knowledge on Invasive Alien Species”. Its short title is INVASIVESNET. In these Statutes, the organization is also called “the Association”. At present its headquarters is located in Helsinki, Finland.

ARTICLE II

Purposes and Activities

Section 1. The Association is a non-profit, non-governmental organization open to individuals and organizations involved in research, management and exchange of knowledge on invasive alien species (IAS).

Section 2. The Association aims to facilitate a greater understanding and management of biological invasions by creating a global sustainable network of networks of all interested and affected stakeholders for development and effective exchange of open high quality knowledge and open data on invasive alien species.

Section 3. Facilitation of the development and delivery of high quality open knowledge and open data on biological invasions and invasive alien species to all stakeholders globally is the priority objective of the Association. This primarily objective is achieved by:

- 3.1. Enabling enhanced accessibility to open sources of knowledge including thematic open access journals and to existing open databases on IAS;
- 3.2. Encouraging and facilitating free access to results of scientific research of biological invasions and invasive species globally, specifically by encouraging open access publications of scientists and other data holders;
- 3.3. Developing relevant funding infra-structure to support open access publications on IAS;
- 3.4. Developing free web-services, based primarily on the Association website at <https://www.invasivesnet.org>;
- 3.5. Providing grants to individuals, and also to legal associations and organisations, which support objectives of the Association;
- 3.6. Working with commercial publishers to encourage free access of all IAS-related research and data published in their journals and books.

Section 4. The Association may produce scientific and other relevant publications. The publications of the Association may include thematic open access journals, online resources, databases, newsletters, and other cognate publications that the governing board of the Association may authorize.

Section 5. Other activities of the Association include the initiatives to:

- 5.1. Develop technical tools and cyber-infrastructure for the collection, management and dissemination of data and information on IAS to a global audience;

- 5.2. Create an effective communication platform on IAS-related issues for all interested stakeholders
- 5.3. Support and promote international meetings and workshops on IAS;
- 5.4. Support and promote education, outreach and training on IAS science and management;
- 5.5. Support and promote effective citizen science related initiatives on IAS;
- 5.6. Support research on IAS in developing countries;
- 5.7. Collaborate with industries and companies and other stakeholders to develop and facilitate effective solutions for IAS-related issues;
- 5.8. Suggest how international legislation on IAS, namely the targeted Convention on Biological Diversity decisions and other relevant international agreements, can be implemented effectively based on solid scientific evidence;
- 5.9. Develop uniform guiding principles among stakeholders, based on solid and transparent IAS scientific criteria and advice from practitioners, managers, decision makers and policy makers;
- 5.10. Establish protocols and agreements with governments, agencies and private industries for data and knowledge management, archiving and publication, including online databases and journals;
- 5.11. Recognize outstanding contributions made by members of the Association on the research and management of IAS.

Section 6. In support of its activities, the Association can accept grants, gifts, donations and bequests, and may own movable and immovable property

ARTICLE III

Membership

Section 1. Categories of membership: membership in the Association is open to **individuals** and **organizations** wishing to participate in promoting the objectives of the Association, and includes two main categories of membership: **individual** and **organizational**.

1.1. **Individual membership** includes four main types of individual memberships: Regular, Associate, Student and Honorary.

1.1.1 Regular individual members

Regular individual members are individuals who belong to a Member Organization who wish to participate in the activities of the Association, and who apply for Regular individual membership.

1.1.2 Associate individual members

Associate individual members are individuals who wish to participate in the activities of the Association, and who apply for Associate Membership.

1.1.3 Student individual members

Student memberships can be extended to any active (full-time undergraduate/graduate) student in higher (third-level) education, and postgraduate students.

1.1.4 Honorary individual members

Honorary members are persons who have rendered a particularly important service to the Association and may receive Honorary Membership. The International Council approves Honorary memberships on the recommendation of the Executive Committee.

1.2 **Organizational membership** includes two main types of organizational memberships: Regular and Sponsoring.

1.2.1 **Regular organizational members**

Regular organizational members are from legitimate research, educational, non-governmental, governmental and commercial organizations involved in activities related to development and dissemination of knowledge on IAS, which apply for membership and are accepted by the Executive Committee of the Association.

1.2.2 **Sponsoring organizational members**

Sponsoring organizational members include any organization wishing to support activities of the Association with targeted donations, grants or other legitimate funding mechanisms.

Section 2. Application to membership.

Individuals and organizations may apply to join the Association by completing the application for relevant membership category and payment of dues at the prevailing rates (except **Honorary Members**). Application for membership can be made by contacting the business office directly or via the Association website.

Section 3. Admission to membership shall be decided by the Executive Committee.

Section 4. Termination of membership:

4.1 All members may resign from the Association by notifying the Association Secretariat or its Chairman in writing. The member may also resign by notifying the Association at the annual meeting of the association.

4.2 If an individual or organizational member fails to pay the membership fee for two consecutive years or fails to meet the duties of membership, the Executive Committee shall decide whether or not to terminate their membership.

4.3 The Executive Committee may decide on other specific reasons for termination of membership in the Association.

Section 5. Rights of members

All members shall have the right to:

- 1) Participate in all activities of the Association as specified in ARTICLE II;
- 2) Send proposals to the Executive Committee for establishment of thematic working groups, and participation in relevant projects and in other initiatives;
- 3) Participate in all scientific meetings organized by, or under the auspices of, the Association;
- 4) Receive news and publications of the Association published periodically, including use of the Association website;
- 5) Be eligible for a discounted article page processing charges for publications in official journals of the Association;
- 6) Have priority access to information management tools and other relevant services, developed with support of the Association;
- 7) Elect officers of the Executive Committee;
- 8) All individual members have the right to be elected to the governing bodies of the Association.

Section 6. Duties of members

It shall be the duty of all members to promote the activities of the Association to the best of their abilities, and pay annual Membership dues (except **Honorary Members**).

Section 7. Membership dues

A member has to pay annual membership fees (except **Honorary Members**) in accordance with the dues set by the annual meeting of the Association; these may be adjusted from time to time, with due diligence, according to the Association's budgetary planning and by decision of the meeting of the Association.

ARTICLE IV

Governance

Section 1. Governance of the Association shall be by the Executive Committee, including a President, elected at the annual meeting of the Association, with from four to six ordinary members and from two to four deputy members. The number of deputy members should always be at least half of the number of ordinary members.

The Term of office of the Executive Committee will be the duration between annual meetings.

The Executive Committee elects from among its members two Vice-Presidents.

The Executive Committee shall meet with the Chairperson or Vice-Chairperson upon request by the Chairperson (or Vice-Chairperson), or by request of a minimum half of members of the Executive Committee.

The Executive Committee has a quorum when at least half of its members are present, including the Chairperson or Vice-Chairperson.

Voting is decided by a simple majority of votes.

When necessary, a tied vote is resolved by the chairman's casting vote, but this rule is not applicable for elections.

ARTICLE V

International Council

The International Council is the advisory body of the Association responsible for advising the President and the Executive Committee on major issues concerning Association policy and strategy; suggesting candidates for principal officers of the Executive Committee, advising the Association on changes in the Statutes. The International Council shall consist of national representatives nominated by national expert networks, representatives of regional and international expert networks, and representatives of organizational members of the Association.

ARTICLE VI

Secretariat

Section 1. The Secretariat of the Association shall consist of the Executive Director and other officers needed for support of the Association financial and other principal activities.

Section 2. The Executive Director is appointed or removed from office by the President upon approval of the Executive Committee, and serves a five-year term, renewable subject to appraisal of performance by the Executive Committee.

Section 3. Other officers of the Secretariat are appointed and removed from office by the Executive Director upon approval by the President;

Section 4. The Executive Director is responsible for the operation of the Secretariat, for carrying out the business affairs of the Association and reporting to the President.

Section 5. The Association's financial affairs are administered by the Executive Director, under the responsibility of the President. The Executive Director is responsible for the financial management of the Association under the supervision of the Executive Committee. The Executive Director also prepares the annual budget for approval by the Executive Committee.

Section 6. The accounts of the Association are prepared at the end of each calendar year. The Executive Director is responsible for arranging the audit. Auditors may be appointed by one or two authorized auditors. The Executive Director submits the audited financial statements to the Executive Committee.

ARTICLE VII

Persons, eligible to sign for Association

The Chairperson of the Association, Vice-Chairperson, Treasurer and Executive Director have right to sign legal documents on behalf of the Association.

Article VIII

Accounting period and auditing

The financial year of the association is the calendar year. The financial statements with the necessary documents and the annual report of the Executive Committee are to be presented to the function auditors at least one month before the annual meeting. Operational auditors must give their written statement no later than two weeks before the Annual General Meeting to the Executive Committee.

Article IX

Association registration and usage language

The registration language for the association is Finnish but the main usage language is English.

ARTICLE X

Meetings of the Association

A meeting of the association may be attended either by the meeting of the association or by the Executive Committee, also by post, by means of any effective form of communication or other technical assistance during the meeting or before the meeting. The Annual Meeting of the Association is held annually on a date set by the Executive Committee in January-May. The members of the association have one vote per member. Any decisions made at the association meeting shall, unless otherwise provided in the statutes, be the opinion supported by more than half of the votes cast. When necessary, a tied vote is resolved by the chairman's casting vote, but this rule is not applicable for elections.

ARTICLE XI

Procedure for convening association meetings

The Executive Committee must convene meetings of the association at least five days prior to the meeting by e-mail or by mail addressed to members, if an e-mail invitation cannot be provided for one reason or another.

ARTICLE XII

The annual meeting

The annual meeting of the association shall deal with the following issues:

The running order of the first meeting shall be as follows:

1. The chairman, secretary and two members of the meeting are elected;
2. The legality and quorum of the meeting shall be established;
3. The Agenda of the Meeting will be adopted;
4. The financial statements, the annual report and the statement of the function inspectors / auditors will be presented;
5. A decision will be made for adoption of the annual accounts and the discharge to the Executive Committee and other accountable persons;
6. A financial action plan will be established, with an estimate of revenue and expenditure, and the amount of membership and membership fee;
7. The Chairman and other members of the Executive Committee will be elected;
8. One or two function inspectors and alternates, or an auditor and deputy auditor will also be elected.
9. Discuss other matters mentioned in the Agenda of the meeting.

If a member of the association wishes to include an Agenda item during an annual meeting of the association, he or she must inform the Executive Committee in writing in good time, so that the matter may be included in the notice of the meeting.

ARTICLE XIII

Structure

Section 1. The **Structure** of the Association may comprise the following Units:

1. Thematic Working and Research Groups;
2. Editorial Boards of the official journals of the Association;
3. Task Forces, Special Programmes, Projects, INVASIVESNET-led International Initiatives, as required.

Section 2. Thematic Working and Research Groups

Thematic working groups and research groups will be established from time-to-time to develop special programmes, projects and initiatives relevant to the Association's networking activities. These will report to the Executive Committee and the results will be disseminated to the Association.

Section 3. Editorial Boards of the official journals of the Association represent permanent Units of the Association

Section 4. Task Forces, Special Programmes, Projects, INVASIVESNET-led International Initiatives: These will be established as required, following a successful nomination process via the Executive Committee.

ARTICLE XIV

Awards and Recognition

The Association will recognize selected Individual Members and Member Organizations that contribute significantly to achieving its aims or to advancing IAS research. This may include a special award or other forms of recognition as specified in the Internal Regulations.

ARTICLE XV

Amendments of Statutes and Dissolution of the Association

The decision to amend the statutes and to dissolve the association must be made by a majority of at least three quarters (3/4) of the votes of members present at the meeting of the association. The notice of the meeting must mention the modification of the rules or the dissolution of the association. When the association is dissolved, the association's funds will be used to promote the purpose of the association as determined by the Dissolution Meeting. When the association comes to an end, its assets are used for the same purpose.