

iii internal rules & regulations

Scope of iii internal rules & regulations

The association's internal rules and regulations aim at regulating the functioning of the association. In order to secure our:

- a. Association's integrity;
- b. Transparency of association's activity;
- c. Control over executive board and management team and how decisions are being made;
- d. Compliance with Dutch law and the obligations deriving from the Code for Cultural Governance;

In particular, the internal rules & regulation include:

1. iii artist-run association structure and artistic value;
2. The competences of executive board and project manager;
3. iii management team recruitment and performance evaluation procedures;
4. Agreement between supervisory board and executive board;

What does the association do

The association develops projects and programs concerning research, production, promotion, presentation, publication, distribution of interdisciplinary art practices creatively engaging with technology.

Bottom-up, doers decide spirit

iii operates with a bottom-up spirit that values equality, transparency and facilitating others. As a general guideline, we follow the principle of "doers decide": authority for taking decisions should be proportional to a person's contribution to the process affected by the decision.

Members

Members are interdisciplinary artists that have distinguished themselves in their field, either during their studies or in the profession, and that have a history of collaborations with iii. Members must have the desire and capacity to contribute organisational work to iii. All the members who joined the association are able to collaborate and contribute based on their artistic practice and skills.

Members must attend a minimum of 50% of the meetings of the membership assembly.

Members must mention in their official artist biography (used on their own website and transmitted to presentation organisations) that they are members of iii.

Any member of the association can initiate a project. A member initiating a project is the project manager and is responsible towards the executive board for conducting the project.

Members contribute financially to iii with a contribution that is paid two times a year. Membership contributions cover the basic cost of the association's, such as maintaining KvK registration, accounting and tax declarations, costs for keeping a bank account, domain name registration and hosting of the association's website and shared PR costs. Currently the amount of the contribution is decided voluntarily by each artist with a minimum 50 euro per year.

Members assembly

The members assembly (in Dutch: Algemene Ledenvergadering) is the body within the association that makes the decisions in the association.

The members assembly can nominate new members. The new member will meet all iii members and current members will vote to decide if the new membership is granted.

When there is conflict between members and association, a conflict-resolution meeting will be scheduled with the executive board.

The association schedules once a month a meeting of the members assembly, once a year a day long meeting and once a year a retreat weekend.

The executive board

Members of the executive board are members of iii who are elected by the membership assembly by vote.

The executive board oversees certain aspects of all projects to guarantee continuity of the association. The executive board is responsible for legal compliance, financial accountability and public relations. The executive board is responsible for making payments and issuing invoices for the association, it approves funding requests and reports to external funding organizations, it approves press releases concerning the activities of the association as well as the information published on the PR channels of the association. The executive board can delegate any of these tasks to the management team, while still staying responsible for their execution.

The executive board approves projects proposed by members based on the following criteria: the project is coherent with the mission of the association: the project is financially sustainable; the project proposes new developments in relation to projects that have already been realized by the proponent; the project is not in conflict with other projects under development within the association.

The executive board does not receive payment for their *position and responsibilities* as board members. However, board members may also function within the management team and receive payment for those tasks, e.g. for program coordination and financial administration.

Project manager

Project managers are iii members, iii workspace members or guest curators who manage a project or program on behalf of iii. The project manager keeps a record of the project and communicates with the executive board on all the aspects that are within the competence of the executive board. The project manager is responsible for determining and managing the project budget, for constructing and maintaining relationships with external organizations participating in the project and for the involvement of other members of the association as well as guest artists in the project. In addition, project managers may apply for project-related funding from public and private funds and other sources of income. The project manager prepares and submits to the executive board

for approval all funding requests, provisional budgets, financial reports and press releases before these can be transmitted to third parties.

Project funds are allocated by the project manager transparently in such a way that all members participating in the project are informed of their allocation. Income generated by the project can be administered by the association or alternatively in the case of small circulation events, it can be paid directly by the presenting organisation to the artist(s) (to reduce administration costs). In this second case the financial management of the project is still subject to oversight by the executive board in a regime of transparency towards participating members.

The management team

The management team supports the executive board in the daily management of the activities of the organisation. The management team directly reports to the executive board. The management team is paid fairly by its function.

The supervisory board

The supervisory board of iii consists of external professionals. The supervisory board members are selected by the iii membership assembly via an open call. In the selection process the assembly ensures that the supervisory board members have a diverse background in various relevant (artistic) fields, so that iii can benefit from a diverse set of experience and knowledge.

Supervisory board members are appointed for four years, and can then be re-appointed for another term of four years.

The supervisory board has the function to monitor, advise, supervise and evaluate the association's vision and mission.

Supervisory board members do not receive payment from iii for their task as supervisory board members. At least once a year, the supervisory board meets with the executive board. iii provides reimbursement of travel costs upon request for the attendance of these meetings.

iii workspace members

iii workspace members are artists who are structural beneficiaries of iii's workshop and presentation facilities and have their studio located at iii workspace.

iii workspace members are either artists with a full time professional practice and working at an international level, or recent graduates from an art academy or music conservatory that have distinguished themselves during their studies and who are determined to pursue an artistic career.

iii workspace members are required to make a commitment to the space of minimum one year and to contribute time to the management of the space, in addition to a monthly membership payment.

iii workspace members participate in decisions concerning the daily management of the workspace, including granting new iii workspace memberships and organising public events at the workspace.

iii workspace members are distinct from members and are not part of the members assembly, so they are not *leden* as defined in the Statutes of the association.