

# UNIMA Congress - Tolosa, from May 30<sup>th</sup> to June 3<sup>rd</sup>, 2016

## Agenda

As specified in the article III.A.6 of our Rules of Procedure, the Agenda of the Congress would be the following one:

### **First Day - May 30<sup>th</sup>, 2016 - from 9:30 to 13:30**

- 1/ Opening of the Congress by the President of UNIMA. Welcoming speech by the President of the hosting National Centre. Other official greetings;
- 2/ Reading of the Agenda by the General Secretary;
- 3/ Election of the managing President of the Congress and of two minuting Secretaries;
- 4/ Election of the supplementary independent Councillors, with the aid of the Election Committee. (See Statutes: §3.a.4.4. and R.O.P. III.B.5);
- 5/ Presentation of the list of new Honorary Members by the President of UNIMA, on behalf of the outgoing Executive Committee (see Statutes: §2.6 and R.O.P. II.3);
- 6/ Report of the Registration Bureau (see R.O.P. III.A.4) and presentation by the General Secretary of the list of Council members;
- 7/ Report of the Executive Committee by the General Secretary;
- 8/ Report of the Auditing Commission (see Statutes: §3.d and R.O.P. III.E);
- 9/ Declaration of the result of the elections of the additional Councillors;
- 10/ Vote of final discharge of responsibility of the outgoing Executive Committee;
- 11/ Report of the Elections Committee (see R.O.P.III.B.2 and 3).

### **Second Day - May 31<sup>st</sup>, 2016 - from 9:30 to 13:30**

- 12/ Reports from National Centres, Commissions, International Groups (see Statutes: §3.e.6 and R.O.P. III.F.4) and Representatives.

### **Third Day - June 1<sup>st</sup>, 2016 - from 9:30 to 13:30**

- 13/ Election of the Executive Committee;
- 14/ Possible modifications of the Statutes and/or the Rules of Procedure;
- 15/ Presentation of candidacies for the hosting of the next Congress followed by a vote on the acceptance of one candidacy;
- 16/ Motions included in the Congress-file;
- 17/ Declaration of the results of the elections of the new Executive Committee;
- 18/ Presentation of the candidacies to the Presidency, the General Secretariat, the Treasurer and the Auditing Commission.

### **Fourth Day - June 2<sup>nd</sup>, 2016 - from 9:30 to 13:30**

- 19/ Election of the President, General Secretary, Treasurer and the members of the Auditing Commission of UNIMA;
- 20/ Open discussions on the programme for the next four years. (These discussions may occupy the whole session, but, upon request by the Election Committee, may be appropriately interrupted to allow the Agenda to move on from point 21 through 24);
- 21/ Declaration of the result of the election of point 19;
- 22/ Presentation of the candidacies and elections of the two Vice-Presidents;
- 23/ Fixing of amounts of membership fees for the National Centres and the direct members (see R.O.P.VI.1);
- 24/ Declaration of the results of the elections of the Vice-Presidents;
- 25/ Installation of the new Executive Committee.

### **Fifth Day - June 3<sup>rd</sup>, 2016 - from 9:30 to 13:30**

- 26/ Creation and/or confirmation of the Commissions and definition of their objectives. Elections of the Presidents of the Commissions;
- 27/ Miscellaneous;
- 28/ Closing of the Congress.

## **Administrative report, by the Secretary General concerning the work of the Secretariat for the 4 last years**

Dear UNIMA National Centres

Dear UNIMA Representatives

Dear UNIMA members,

As required by our Rules, I'm sending you, on November 30<sup>th</sup> 2015, the report of the Executive Committee for the period 2012-2015, six months before the next Congress that would be held in Tolosa (Spain) from May 30<sup>th</sup> to June 3<sup>rd</sup>, 2016, while the international festival will take place from May 28<sup>th</sup> to June 5<sup>th</sup>, in the Basque city of San Sebastián.

I invite you to reserve these dates, because I promise you a event of hight level, the Congress being held in the wonderful TOPIC, one of the most beautiful European puppetry centres, and the city hosting the international festival being one of the richest sea-side town speaking of culture and gastronomy. My meeting with the President of UNIMA-Spain and the organizing committee, last September, let me without any doubts concerning the success of this future rendez vous.

Time has come for me to deliver my last report as UNIMA Secretary General, since my 12 years mandate within the Executive Committee will be over at the end of the first day of the Congress.

It was a real privilege to be UNIMA Secretary General but it came with a lot of responsibilities, taking into account that, at my arrival, in 2008, the main UNIMA project, the World Encyclopedia of Puppetry Arts was in works, but not completed.

You know the rest, it was published on September 20<sup>th</sup>, 2009 and got, in 2010, the prize of the best book on the theatre awarded by the Circle of the critic in France. This prize reflected on the hundreds of people that contributed, including our sponsors.

It was a honour for me to carry the UNIMA banners on the 5 continents.

I thank you for the confidence that you have always placed in me.

I would like to thank my colleagues, of the Executive Committee, with who it's was a real pleasure to work in harmony.

We have been forming a dynamic and dedicated team, always keeping in mind the realisation of the goals established by the Assembly of our members.

We have been trying, during our mandate, to remain open and transparent.

You will see, reading this report that UNIMA is unceasingly progressing and have reached, in great part, the aims that it had set.

### **1/ Meeting of the Executive Committee in New Delhi**

The last meeting of the members of the Executive Committee was held in New Delhi, mainly due to the influence of our President.

Therefore, the Indira Gandhi National Centre for the Arts (IGNCA) warmly opened its doors to us on September 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup>, 2015.

This meeting allowed us to test the health of our association. We are proud of the achievements emerging during our mandate 2012-2015.

However, we have some concerns, because, for few years, the amount of our subsidies has been significantly decreasing.

### **2/ The General Secretariat**

Officially UNIMA is present in 99 countries (74 National Centres and 25 Representatives). The last Centres approved by the Executive Committee are Costa Rica, Ecuador and Venezuela.

Representatives were appointed in the following countries: Israel, Jordan, Kazakhstan, Lebanon, Morocco, New Zealand, Palestine, Qatar, Sultanate of Oman, Thailand, United Arab Emirates.

All the UNIMA Centres are not offering the same level of involvement and activities. I officially ask the authorities of each UNIMA Centre and Representatives which have not been communicating with our Secretariat for one year, to manifest its presence. It's important for us to know your real desire to be members of our association and to receive proofs of your activities.

a/ At the office, Fabrice Guilliot follows his excellent work of coordination and is collecting, each year, the moneys of your membership fees. We hire in December, a new person in order to animate our website and to proceed to the adaption of the Encyclopedia on the web. His name is Cédric de Mondenard. He was recommended by Raphaële Fleury. He will follow-up, with e-Magineurs, our provider, the adaptation of the WEPA on our website, he will also finalize the editing and repartition of the tutorials among the UNIMA Centres and Presidents of Commission, in order to help them putting by themselves their own informations on our website.

b/ As I mentioned earlier, the main concern of the members of the Executive Committee is the decrease of our subsidies, in comparison of the passed years. From 2008 to 2011, the average grants coming from the 4 levels of French Government, (the Ministry of Culture, the General Council of Ardennes, the Regional Council of Champagne-Ardenne and the city of Charleville-Mézières) were around 108.200 Euros per year.

In 2011, we got 106.635 Euros, while for the year 2015, we expect to receive 87.160 Euros. That constitutes a loss of 19.475 Euros comparing to year 2011.

It's not catastrophic since our administration was quite tight. We have in bank around 200.500 Euros, comparing to around 214.500 Euros in 2012, at the opening of the Chengdu Congress. It's respectable, considering that we have paid the English and Spanish translations of the WEPA, we are enjoying a new website, we have documentation and images on traditional puppet theatres and the UNIMA Commissions have realized great projects since 2011. Our Treasurer, in her report, will give you the complementary informations about our Balance for the mandate 2012-2015 and will share with you her vision of the future of our organisation, while important political and geographical changes will occur in France, with the fusion of the regions and a reorganization of art policies.

### 3/ World Encyclopedia of Puppetry Arts

Karen Smith, the President of the Publication & Communication Commission is working very hard on the WEPA.

Her report on the work already made, and the work still to be done, (specially regarding the internet version of the WEPA, that she is managing with the help of Raphaële Fleury and Cédric de Mondenard) will be communicated with all its elements during the Congress, at the moment of the reports of Commissions. Translations in English and Spanish languages have been completed. New articles, produced by the UNIMA Centres and by authorized authors, in order to update the WEPA, were translated in the 3 languages.

As I'm writing this lines, the work is running quite well and we hope that the 3 versions, English, Spanish and French, could appear on our website, ready for the Congress.

I take advantage of this opportunity to remind you to send photos, fulfilling the criteria established by Karen Smith, in order to illustrate the WEPA and to give it a new live.

### 4/ Project of bank of visual and numerical informations

a/ The project of bank of information was modified during the meeting of the Executive Committee, on April 21<sup>st</sup>, 2014, the day before the Council.

The project of cooperation with the company Etcétera from Granada ended on this day, the main reason being that the numerous theatrical activities of that Spanish company were an obstacle to fulfil the goals of the project.

After the Council, I sent a message to Enrique Lanz and Yanisbel Martínez, explaining them the reason of that decision, asking them to send to UNIMA the editing of the 17 minutes about Vietnam, that they edited for presentation in Cuba, the images taken in Italy and in Charleville Mézières, where was filmed, on the Ducale square, images of the masters of the European traditional theatres and of the two Chinese masters from Nanchong.

I received, on Vimeo, the 17 minutes about Vietnam, also a long video segment, not edited, filmed in the centre of Naples and in the workshop of Bruno Leone.

UNIMA is still expecting the editing about Charleville-Mézières for which a budget of 6.000 Euros had been planed.

I recently met Enrique Lanz and Yanisbel Martínez, during the Charleville's festival. Enrique Lanz promised to send me the videos on CDs.

At the beginning of November, I sent him a other email, but I am still expecting.

b/ On another hand, after contacts initiated by Lucile Bodson, I communicated with Christian Lajoumard from the company Acrobates Films who had already produced 6 films on puppetry in different countries.

We first held a meeting through Skype on January 24<sup>th</sup>, 2015, where we agreed for a collaboration. Since all his films were only in French, I proposed him that UNIMA could translate them in English and Spanish and receives in exchange 100 copies of each of the 6 films that we could send to the UNIMA Centres, allowing our members to benefit from them. We agreed to start with his film about Mali.

Meanwhile, I asked him if he would be free in 2015 to continue with the projects planed in Brazil, Mexico, China. But his personal plans were conducted him in other places.

After, negative answers to his requests about projecting his films in the Festival of Charleville rather discouraged, he preferred now to concentrate more his energy on scientific aspects of public health and to focus his films on the international medicine.

The continuation of the project is now in the hands of the Heritage Commission that I am chairing. A meeting was held in Saguenay (Canada), in last July. Several projects was emerging during this first meeting. They will be communicated more below at the point "Commissions".

## 5/ Commissions

I appreciate the determination of the Presidents of Commissions, their hard work in order to realize their projects.

On that day, we still have 6 months to make concrete the issues of our common work.

Yet, I can inform you about the work of some of these Commissions.

Each President would read a report concerning his realizations at the moment scheduled in the agenda.

### Asia Pacific Commission

I want to salute the work of Mrs Tang Dayu, President of the Asia Pacific Commission who organized in 2014, with the authorities of the city of Nanchong, their first Worldwide Puppetry Arts Week and first International Seminar.

Nanchong is situated in the province of Sichuan (China).The Sichuan region has a protocol of exchanges with the Champagne-Ardenne region.

I just received the dates of the second edition of that great event. It will be from May 7<sup>th</sup> to 11<sup>th</sup> 2016. They will host the meetings of UNIMA Asia-Pacific and the Heritage Commission.

This seminar put a real emphasis on traditional puppetry and the protection of the heritage.

The Commission also awarded two grants in the frame of their programme of preservation of the intangible heritage to companies of shadow theatres from Karnataka in India and of the Wayang Beber, Gantung and Potehi from Indonesia.

Few days ago, from November 7<sup>th</sup> to 15<sup>th</sup>, 2015, the 4<sup>th</sup> edition of the International puppet festival of Quanzhou was held. Quanzhou is a Chinese city which the puppetry history dates back on 2000 years and where a continuous presence of the string puppet as lasted for 1000 years.

I was able to read the documentation. Thank you to the organizers !

## Commission Africa

At the invitation of the director of the Festival of street theatres of Ouagadougou and of the President of the Commission Africa, Cheick Kotondi, a meeting of 4 days was held with the delegates of 6 UNIMA Centres of Western Africa: Ivory Coast, Togo, Niger, Benin, Mali and Burkina Faso.

This meeting, which I attended, specifying the urgent need of professional training, was the prelude for a most important meeting of all the African Centres in the frame of the MASA (the most important market about African arts and performances which will be held in Abidjan - Ivory Coast in March 2016).

## Professional Training Commission

I want to salute the initiative of the UNIMA Training Commission, the hard work of its members, including Irina Niculescu and the President Tito Loreface, joined by the new director of the International Institute of Marionette, Éloi Recoing who have prepared an exciting professional meeting on the theme of training for puppetry arts. It was held before the beginning of the Worldwide festival of puppet theatres of Charleville-Mézières, so, on September 16<sup>th</sup>, 17<sup>th</sup>, 18<sup>th</sup>, 2015, with a tribute paid to Henryk Jurkowski. This event was a great success.

## Heritage Commission

The new Heritage Commission would like, in first, to use the written data, photos and videos, archive documents gathered by UNESCO to recognize eleven forms of traditional puppet theatre as Intangible Cultural Heritage of Humanity.

It wishes to give Certificates of recognition to great masters and to young artists who was able to renew the tradition while respecting it.

It envisages a project of video about the tradition of nativity (Vertep) which dates back to the Middle Ages, with the help of Mr Danylo Poshtaruk, director of the International festival of puppet theatre of nativity in Ukraine and supported by several researchers including the Professor Jurkowski.

Also, Nina Malíková, member of the Commission, wants to initiate a project of recognizing the importance of UNIMA in the development and blooming of the puppetry art since 1929, date of its foundation in Prague, to now. UNIMA will celebrate its 90 years of existence in 2019.

## 6/ International Puppetry Day

The celebrations of the March 21<sup>st</sup>, around the International Puppetry Day are more and more organized by the UNIMA Centres of the 5 continents which are competing in originality.

We thank Mr Behrouz Gharibpour, great Iranian master puppeteer, for the message that he wrote for us, witnessing a lot of passion.

## 7/ International Day of Peace

After creating, 2 years ago, great contacts with the members of the Committee for Peace of UNESCO, inviting them in Charleville for the rewarding ceremony of the prizes given to the winners of the challenge "Puppets got involved for Peace", I renewed the contact with 35 NGOs of UNESCO, taking part to the great Walk for Peace which took place in the streets of Paris, on September 20<sup>th</sup>, celebrating the 70th anniversary of UNESCO.

A few months before, in April, I accepted the invitation of the President of UNIMA Armenia to commemorate the 100 years of the genocide and to inaugurate this great International Walk for Peace, under the patronage of the First Lady of the country.

The links of UNIMA with UNESCO became reinforced thanks to a closer relationship with Mrs Martine Levis, new president of the International Conference of the NGOs of UNESCO, present during the event. Celebrations for peace were organized in several parts of the world, by several UNIMA Centres.

## 8/ UNIMA Congress 2016

I encourage you to consult the UNIMA website to get all the informations about the international festival and XXIIe UNIMA Congress, which will be held from May 28<sup>th</sup> to June 5<sup>th</sup>, 2016.

All the performances will be presented in San Sebastián, which will be European Cultural Capital in 2016.

Theatres, public squares and cabaret of the festival participants are in close proximity, right in the centre of the town, a few blocks away from the sea.

Many little hotels and not too expensive pensions will seduce you with their architectures.

A profusion of bars will delight your palate with culinary delicacies.

From May 30<sup>th</sup> to June 3<sup>rd</sup>, the planned transport toward Tolosa, in order to attend the Congress, will be executed by private buses. It's a unique event not to be missed!

#### 9/ Election of a new Executive Committee

We invite you to find here below the CV of the candidates. As soon as possible, we would send you the whole report written by the President of the Election Committee.

#### 10/ UNIMA Congress 2020

We received 3 letters of intention to host the Congress in 2020. They came from 3 Asian countries: the city of Chuncheon (South Korea), a city of Bali or Jakarta (Indonesia) and the city of Bangkok (Thailand). As soon as they will be confirmed, the candidacies of those cities will be presented during the Congress.

#### 11/ UNIMA Honorary Members

During the meeting of the Executive Committee, in New Delhi, its members approved the nomination of 11 Honorary Members.

The names are the following ones:

Ana María ALLENDES (Chile)

Zlatko BOUREK (Croatia)

Richard BRADSHAW (Australia)

René FERNÁNDEZ SANTANA (Cuba)

Philippe GENTY (France)

Gustav GYSIN (Switzerland)

Ock-Rang KIM (South Korea)

Hetty PAËRL (Netherlands)

Andrew & Bonnie PERIALE (USA)

Rainer REUSCH (Germany)

Valery SHADSKY (Russia)

I'm ending this report in wishing all the best to the members of the new Executive Committee. I'm offering my entire cooperation to the next Secretary General.

Thanks to Margareta Niculescu, Henryk Jurkowski, the UNIMA Honorary Presidents and to Jacques Félix, the 3 of them were my inspirations.

Thanks you all, UNIMA Councillors and members, my life is now richer due to the smiles and to love for puppetry art that we have exchanged by the 5 continents.

Thanks to Fabrice Guilliot our precious assistant, a kind thanks to Lucile Bodson for her professionalism and a thanks to our President Dadi Pudumjee, my friend and partner in the big decisions that we have taken for the well-being of this organization, already prestigious because of the quality of the great personalities who have runned it before us.

Under our direction, UNIMA has completely opened toward the world, from Europe, in first, our association is now present on the African continent, in Arabs countries, everywhere in the Americas, in Asian countries and Oceania.

I hope that the future of UNIMA will be even more sensitive to the cultural geodynamic of the whole world, to the respect of the puppetry traditions and to the creativity of the youth that we should to conquer.

I have faith in tomorrow's UNIMA !

It was an honour and pleasure to serve you !

Jacques Trudeau

UNIMA Secretary General 2008-2016

Member of the Executive Committee 2004-2016

## **Proposed activities for the term 2016-2020**

- WEPA: Put online the 3 versions of our Encyclopedia, receive commentaries from the UNIMA Centres, correct and start the continuous updating.
- Website: Our main tool of communication that needs to be improved in order to get all possible interactive tools with the help of our webmaster/moderator.
- Bank of images and videos: Project presented to our sponsors which is now integrated to the UNIMA Heritage Commission.

Further development, in association with the multiple UNIMA Centres around the world, will serve to enrich the articles of the WEPA online.

An editing of the material providing from this bank of informations could be presented in the schools of the new Region Alsace Lorraine Champagne Ardenne and elsewhere to inform young people about UNIMA and its efforts to promote puppetry on the 5 continents.

The several UNIMA Working Commissions will continue their projects which will be readjusted and nourished by our Councillors during the next UNIMA Congress in Tolosa. Possible new projects emerging from the Assembly will be conducted under the direction of the new Executive Committee which will be elected on June first 2016.

All these projects and activities will constitute the substance of the new mandate till 2020 to make UNIMA a continuous growing and recognized organisation. UNIMA, will celebrate 90 years of age in 2019.

## **Report of the Election Committee**

As told more above, in the Administrative report from the Secretary General, in few days, we will send a complementary document providing you this important information, that we invite you to analyse with utmost care, in addition of the CV, presented here below.

AELBRECHT, Ronny (Belgium)

Proposed by UNIMA Belgium

Ronny Aelbrecht, born 1954, is the founder and director of the puppet theatre Vlinders & Cie, where he works as scenographer, stage director and puppeteer. Theatre Vlinders & Cie is a cultural ambassador of Beveren in Flanders and Ronny is equally director of the Beveren festival. He has a long education and training from several European countries, and has worked with many other theatres and the Belgian television. He is a UNIMA councillor since 1996, member of the Executive Committee since 2008 and since 2004 President of UNIMA Belgium.

ALHERI KOTONDI, Check Amadou (Niger)

Proposed by UNIMA Niger

Check Amadou Alheri Kotondi, born 1966, has studied at the university and the theatre school UNEDO of Burkina Faso. After having presented puppetry at the Théâtre de la Fraternité in Burkina Faso, he returned to Niger in 1992 and created the company Koykoyo who promotes puppetry. Check works with education of young persons and conferences on puppetry. Since 2012 he presides the African Commission of UNIMA.

ARDALAN, Hamidreza (Iran)

Proposed by UNIMA Iran

Hamidreza Ardalán, born 1959, is an art theorist, PhD in art studies, branch of theatre and music. He has staged theatre and music oriented towards nature and objects, focusing peace and equality in Iran and other third world countries. Hamidreza Ardalán has published articles and books and as an art manager launched national and international events, festival and seminars, especially in the field of puppet theatre. He is working in Iran UNIMA, who has today 550 members.

ASTLES, Cariad (United Kingdom)

Proposed by UNIMA United Kingdom

Cariad Astles, born 1964, is since 2006 course leader of BA students in puppetry in Royal Central School of Speech and Drama, University of London. Cariad Astles is equally a lecturer at Exeter University, a Senior Lecturer at the University of Plymouth in Theatre and Performance, she is a puppeteer, performer and workshop leader. Member of UNIMA international Commission of Research.

BAGNO, Albert (Italy/France)

Proposed by UNIMA Algeria, UNIMA Netherlands

Albert Bagno, born 1953 in France, is a puppeteer, a researcher and works with information on the world of puppetry. He is founder of the association "Marionette and Therapy", 1989, and he has studied various ways to use puppets in teaching, in therapy and humanitarian activities. He is a member of UNIMA since 1976, and one of the founders of UNIMA Italy in 1980, several times a councillor for Italy, member of the UNIMA European Commission and responsible for the UNIMA Committee for Mediterranean Sea and the Persian Gulf.

BODSON, Lucile (France)

Proposed by UNIMA France

Lucile Bodson, born 1950, was director of Théâtre de la Marionnette à Paris from 1992 to 2003, when she took over as a director of ESNAM, École Nationale Supérieure des Arts de la Marionnette, a post she left in 2014. Since then, she works with a study of the professions of puppetry initiated by the French Cultural Ministry. Currently, she is the Treasurer de la UNIMA.

CABANIS, Anne-Françoise (France)

Proposed by UNIMA France

Anne-Françoise Cabanis, born 1957, is the director of the International Festival of Puppet Theatre in Charleville-Mézières since 2008, celebrating its 50<sup>th</sup> anniversary in 2015. The main features of the festival, priority given to its international approach, is highly mirroring the development of UNIMA as an organisation, particularly since her predecessor Jacques Félix made the festival take place in Charleville-Mézières. Her many contacts in connection with the festival, already a member of the UNIMA Commission of Festivals, gives a good overview of the puppetry world.

DE CALUWE, Darja (Netherlands)

Proposed by UNIMA Japan

Darja De Caluwe, born 1970, has her education from Utrecht University in literature, theatre science, art and theatre management. She has diplomas as a producer, copy write, camera director and for animation. As a theatre director and puppeteer she has created her own performances as well as directed Dordrecht International Puppet Festival, promoting theatre, being an ambassador of literacy and narrative projects for toddlers. She organized the UNIMA counsellors meeting in 2010 and is a member of UNIMA Commission of Women since 2008.

DOUBRAVA, Stanislav (Czech Republic)

Proposed by UNIMA Czech Republic

Stanislav Doubrava, born 1952, worked with Theatre Drak and Josef Krofta from 1973 to 1982, the same year he graduated from the Academy of Music Arts in Prague. He has been the director of several Czech theatres and festival, like the International Drama Festival Divadlo Theatre Plzen and he is the director of Materinka Festivals since 1991. He has been a UNIMA councillor since 1996, President of the Commission of International Festivals 2000-2008, and a member of the Executive Committee 2000-2008, Vice-President of UNIMA international 2004-2008.

FREIRE, Susanita (Brazil/Uruguay)

Proposed by UNIMA Brazil, UNIMA Chile, UNIMA Uruguay

Susanita Freire, born 1946 in Uruguay, is an actress, researcher and creator of performances in Rio de Janeiro where she is running festivals and a puppet theatre. She is a member of the board of UNIMA Brazil, where she worked with the recognition of Teatro Popular Mamulengo as a immaterial treasure of Brazil. Since 1996 she has been working with the Commission for Latin America of UNIMA, since 2008 she is the Commission's President. With the electronic bulletin La Hoja del Titiritero (The leaflet of the Puppeteer) and a Facebook group she communicates with the Latin American UNIMA centres, offering workshops and focusing on the development of puppetry.

HLEDÍKOVÁ, Ida (Slovakia)

Proposed by UNIMA Slovakia

Ida Hledíková, born 1958, is a theatre historian, critic, dramaturge, PhD and professor at the Academy of Performing Arts Bratislava in Slovakia, where she was vice-dean 2004-2010 and vice-rector 2011-2015. Ida Hledíková publishes in Slovakia and eastern Europe, she is an author in the World Encyclopaedia of Puppetry Arts and a author of documentary films on Slovakian puppetry. She is the President of the Research Commission of UNIMA since 2000 and a member of the Executive Committee 2000-2008 and 2012-2016.

KLANCNIK KOCUTAR, Katarina (Slovenia)

Proposed by UNIMA Slovenia

Katarina Klancnik Kocutar, born 1968, studied at the University of Ljubljana in the Academy of Theatre, Radio, Film and Television. She worked in the 1990's as a journalist and a critic and was 1999-2004 artistic director and manager of the Puppet Theatre Maribor. She is today dramaturge of the same theatre and responsible for the pedagogic work of the theatre and it's summer festival. Katarina is since 2011 a member of the expert board of Puppetry Artists Institution of Slovenia, and a jury member selecting local awards in culture of the city of Maribor.

KONSTANTINOV, Boris (Russia)

Proposed by UNIMA Russia

Boris Konstantinov, born 1968, is at present director of Sergeĭ Obraztsov Central Academic Puppet Theatre. He graduated in 1993 from the Siberian Culture and Arts Academy as a drama director, and from Saint Petersburg Theatre Arts Academy, Puppetry Department. In the same city he founded a puppet theatre. Boris Konstantinov is a winner of numerous prizes and awards including the annual Russian national theatre award Golden Mask 2001, 2009 and 2014 in the nominations "Best director of puppet production" and "Best puppet production". He also lectures in puppetry and holds his present post since 2013.

KROFLIN, Livija (Croatia)

Proposed by UNIMA Croatia, UNIMA USA

Livija Kroflin, born 1957, has a MA and a PhD in puppetry. She worked for twenty years as the artistic director and organizer of the International Puppet Theatre Festival, in Zagreb. Since 2007 Livija is employed at the Department of Theatre at the Academy of the Arts in Osijek, where she now is the head of the department and a lecturer. She has written and edited books and articles on puppetry and is the General Secretary of the UNIMA Croatia centre and a councillor. Livija was a member of the Executive Committee of UNIMA international 2000-2012 and President of the Commission Puppets in Education, Development and Therapy, where she still is a member. She is also a correspondent to the UNIMA Research Commission and since 2014 a member of the WEPA editorial committee.

LAPOINTE, Louise (Canada, Quebec)

Proposed by UNIMA Canada, UNIMA Netherlands

Louise Lapointe, born 1959, has a diploma in theatre, technical production, from Ryerson Institute, Toronto, Canada 1984 and a certificate from the International Institute of Marionette in Charleville-Mézières in construction of puppets, 1992. She has worked at the Academy of Dramatic Arts in Montréal 1988-2012 as a stage technician. She has contributed to some ten professional performances as scenographer, mask and puppet creator. Louise has been a councillor for UNIMA Canada, and she is since 2001 a member of the Commission of UNIMA International Festivals. She was the artistic leader of the international puppetry festival in Jonquière 2001-2004, and founded 2005 Casteliers, an organisation for the distribution of the art forms of puppetry.

LI, Yannian (China)

Proposed by UNIMA China

Li Yannian, born 1945, is a play-writer and a critic of literature and arts, graduated from Beijing University, Department of Chinese Language and Literature. He is a former inspector in the Art Department of Ministry of Culture of China. Recently, he became a member of Intangible Cultural Heritage Safeguarding Specialist Committee of China, he is a member of China Dramaturge Association, engaged in acrobatic arts, puppetry and shadow play and President of UNIMA China. Li Yiannian is the author of several awarded plays for acrobats and for shadows, as "Lingering Feeling for Mountains and Waters" and the shadow play "Dancing with Wolves".

LOREFICE, Tito (Argentina)

Proposed by UNIMA Argentina, UNIMA Spain, UNIMA Switzerland

Tito Lorefice, born 1957, is a puppeteer, actor, stage director, musician and teacher. He is directing the department of puppet and object theatre at the Arts Institute Mauricio Kagel at the National University of San Martín. Tito Lorefice is equally leading the puppet theatre company of the university and the courses of the BA students in Performing Puppet Arts. He has since 24 years been a member of the Puppet Group of Teatro San Martín in Buenos Aires as a puppeteer, actor, musician and stage director. Tito Lorefice is since 2013 a member of the Executive Committee of UNIMA international, and a President of the Commission of Training. He is collaborating with the Commission for Latin America, and he is General Secretary of UNIMA Argentina.

MOHSENI ARDEHALI, Salma (Iran)

Proposed by UNIMA Netherlands

Salma Mohseni Ardehali, born 1979, is an Iranian puppet artist and a puppet scholar, with a BA in Puppetry from the university of Tehran 2001 and a MA in animation from Tarbiat Modares University 2005. She has performed in about 30 productions since 2001 both as puppeteer, puppet maker, director and writer. Salma also has been active in writing, translation and research around puppetry, drama, animation and related interdisciplinary fields. She teaches in some academies and universities in Iran where she lives and is a board member of UNIMA Iran since 2009.

MORÁN MARTINEZ, Manuel (USA)

Proposed by UNIMA centres of Cuba, Germany, Spain, USA

Manuel Morán, born 1969, holds a BA in Humanities and Drama from university of Puerto Rico, a MA in Educational and Musical Theatre, New York University, and a PhD in Educational Theatre from the same university. He equally studied at universities in Philadelphia, London and in Santander, Spain. Manuel has worked in television, film and professional theatre since young years and is the founder of SEA, The Society of the Educational Arts, an bilingual Arts-in-Education and Latino Theatre Company for young audiences in the US, thus re-establishing professional children and puppet theatre for young audiences in New York City. A repertory of some eighteen shows now tour USA and Latin America. He is a Vice-President of UNIMA international and President of UNIMA-USA, he is the President of the North America Commission and member of the Statues Committee of UNIMA.

NILSSON, Helena (Sweden)

Proposed by UNIMA Sweden

Helena Nilsson, born 1965, is a puppeteer, stage director and the artistic director of Marionette Theater at the Stockholm City Theatre. She has her professional training from Michael Meschke, and after three years as an apprentice at the theatre she received her diploma. Helena worked in all the professions of puppetry through the years, toured worldwide with the theatre and in 1999 Michael Meschke handed over the artistic leadership of Marionetteatern to Helena who since then directed the most classic contemporary and well known puppet theatre of Sweden. Helena was the President of UNIMA Sweden 2004-2014, she has been a councillor since 2003, and engaged in collaboration programs between the Scandinavian countries. Educational theatre is a special interest of her as well as gender equality and cultural diversity.

NEUPOKOYEV, Ruslan (Ukraine)

Proposed by UNIMA Ukraine

Ruslan Neupokoyev, born 1971, has diplomas as a puppeteer and actor of puppet theatre from Kharkiv Institute 1993 and from the Kharkiv State Institute of Arts as a director of puppet theatre 1998. He has worked as puppeteer and director in regional Ukrainian theatres until 2012 when he began to lecture at Kyiv municipal academy of circus and variety arts, department of puppets. He has created a number of performances in theatres and festivals in Ukraine.

*For statutory reasons, this candidacy could not be actually retained. We contacted this person in order to vet a point.*

OTEGUI MARTINEZ, Idoia (Spain)

Proposed by UNIMA Spain, UNIMA Japan

Idoia Otegui, born 1960, has a background in convent organization and public relations. She has participated in a number of cultural events, and is since 2003 professionally working for the Centre of Initiatives in Tolosa. Idoia is a member of the Executive Committee of the International Choir Contest of Tolosa, director of the International Puppet Festival of Tolosa and co-founder and director of TOPIC, Puppet Centre of Tolosa founded in 2009. She has been President 2008-2015 of UNIMA Spain, UNIMA counsellor and President of the Election Commission of UNIMA international 1998-2014 as well as a member of Publication Committee of UNIMA international. Idoia is a member of the State Council of the Arts and Music of Spain and responsible for the puppet theatre program of the Valle Inclan Theatre in Madrid.

PUDUMJEE, Dadi (India)

Proposed by UNIMA Japan

Dadi Pudumjee, born 1951, was trained under Meher Contractor, legendary puppetry artist and was a guest student in Marionett Theatre in Stockholm with Michael Meschke, where he met Minosuke Yoshida. Dadi is the director of the cross culture Ishara Puppet Theatre Trust where he works as a director and a designer, collaborating with puppeteers, actors and dancers, both traditional and modern. The theatre runs a program against HIV and substance abuse, supported by UNESCO, and Dadi has a post in the Executive Committee of UNESCO Parzor project in India. He is a former President of UNIMA India and of the Asia Pacific Commission in UNIMA international, Vice-President of UNIMA international 1992-2004 and the present President of UNIMA. Dadi received several Indian awards for his work and contribution to puppet theatre.

REPO, Aapo (Finland)

Proposed by UNIMA Finland

Aapo Repo, born 1977, has a formal education in theatre and in puppet theatre in the Art Academy in the Turku University of Applied Sciences in 2007. He is the founder and director of Puppet Theatre Reaktori where he created a number of productions since 2007 as well as presented workshops and lectures. Aapo performances combine puppetry with dance, a special interest of his is breakdance, circus, fireworks and Kung Fu; Aapo is an instructor of Kung Fu and holds a purple belt. He has been selected regional artist of south Savon in Finland 2009-2014. Aapo Repo has been a member of the board of UNIMA Finland 2009-2015, a councillor in 2013, and at present he is the President of UNIMA Finland.

ROLLE, Pierre Alain (Switzerland)

Proposed by UNIMA Switzerland, UNIMA Spain

Pierre Alain Rolle, born 1954, is a comedian, puppet creator, stage director and director of his puppet theatre company "Guignol à Roulettes" founded in 1981 with some twenty shows produced. His many shows has toured in Europe and worldwide and Pierre Alain has also worked with training of puppeteers and with training of school teachers. He has promoted and directed festival and cultural events in Switzerland, Europe and Russia. He is a member of UNIMA Switzerland since 1986, a councillor since 2004, member of the Executive Committee of UNIMA international since 2008, where he is the President of the Commission of Cooperation and a member of the Commission of statues.

SMITH, Karen (USA/Australia)

Proposed by UNIMA centres of Croatia, Germany, Indonesia, Netherlands, Switzerland, USA

Karen Smith, born 1954 in Australia, was trained as a puppeteer and student of puppetry in Indonesia and in India, where she worked in Ishara Puppet Trust and in other Indian theatres, also as a puppet builder. She was a member of UNIMA India, and later a board member of UNIMA USA, where she was the President 2008-2010. Since 2010 Karen is the editor-in-chief of WEPA, the World Encyclopedia of Puppetry Arts, responsible for updating and mounting the 3-language 2nd edition onto the Internet for UNIMA international. She has attended a long row of international conferences and participated with curations, presentations and consulting in puppetry as a cultural heritage, with a special interest in Wayan Kulit.

TANG, Dayu (China)

Proposed by UNIMA China and UNIMA Argentina

Tang Dayu, born 1945, has studied Jingju opera in Chengdu Drama School, and was selected for the Jingju Opera Institute in Beijing. She worked as an jingju actress 1962-1972, where she was appointed at the Chengdu Municipal Bureau of Culture to 1982, and later director of Chengdu Puppetry and Shadow Art Theatre. Tang Dayu played the main character in more than twenty plays with a special skill in "face changing" and "fire spitting" which she trained with actors performing stunts in Sichuan opera and she transferred the acts to puppetry shows. Several of her shows were awarded national prizes. She was the first President and General Secretary of China Puppetry and Shadow Association and UNIMA China; she is the President of UNIMA international's Asia-Pacific Commission, and vice-President of Chengdu Dramatist Association.

WERRING, Gert (Norway)

Proposed by UNIMA Norway

Gert Werring, born 1950, is the director and performer of the Baldrian and Musa puppet theatre in south Norway since 1973, well known to generations of Norwegians. He has programmed and built up the international festival of puppetry in Agder, 1992-2012, which since long serves as a meeting spot for Scandinavian puppetry. Gert Werring is since 1992 a drama professor in the University of Agder, the province where the city of Kristiansand is the capital.

WONG, Simon (China - Hong Kong)

Proposed by UNIMA Belgium, UNIMA Switzerland

Simon Wong, born 1957, is the director of Ming Ri Institute for Arts Education, the first professional children's theatre in Hong Kong. In 1993, he obtained a grant from the Asian Cultural Council for doing research on the development of children's theatres in the USA. He attained the "Best Artist Award for the Year Drama" which was delivered by the Hong Kong Arts Development Council in 1999. He also consolidates his experience in the outcome of articles and publications, such as "The Handbook in Puppetry Training for pre-school Teachers", 2001. At present he is a member of the Executive Committee of UNIMA-China Centre as well as the deputy President of China "Puppetry and Shadow Arts Association". He is also a part-time lecturer of the "School of Continuing Education" in Hong Kong. He is the current President of the Commission Education, Development and Therapy.

## **Proposals for modifications to the Statutes and/or to the Rules of Procedure**

The members of the Statutes Commission are wishing to present you these changes as motions, accompanied by commentaries from the Executive Committee and General Secretary. We invite you to find the details of those modifications within the chapter "Motions", here below.

## **Proposals for the hosting of the next Congress 2020**

As told by the Secretary General, we received 3 letters of intention to host the Congress in 2020. They came from 3 Asian countries: the city of Chuncheon (South Korea), A city of Bali or Jakarta (Indonesia) and the city of Bangkok (Thailand). As soon as they are confirmed, the candidacy of those cities will be presented during the Congress.

## **Proposed motions**

### **Motion presented by the British Centre of UNIMA, sent by email dated on 31/07/2015**

In view of the present state of global puppetry arts and the wide losses it is currently sustaining, for example the on-going persecution of puppeteers in Mali, performance bans in Kelantan, Malaysia, the banning of a Vodafone ad featuring the puppet character Abla Fahita in Egypt, the forced displacement of puppeteers from New Delhi's Kathputli Colony, and threats of violence against puppeteers in Pakistan, the Committee of the British Centre of UNIMA charge the Executive Committee of UNIMA to take concrete steps to strengthen UNIMA's ties with UNESCO. It is important that UNIMA's affiliation with UNESCO is more than just a slogan for UNIMA's website. UNIMA should be actively partnering with UNESCO to find ways to support global puppet arts.

This is truly a global need. Even in nations with regular funding for the performing arts, puppetry is still routinely sidelined and ignored by arts councils. The recent enforced closure of the Puppet Centre in the UK and its highly regarded magazine *Animations* is just one example.

In view of the current state of global puppetry arts and the wide losses they are sustaining, We wish this motion to be put to the vote of the Council at its next meeting with the aim of invoking UNESCO's active backing and resources for our unfairly deprived yet universally practised art form.

### **Motions presented by Statutes Commission concerning modifications of Statutes and/or Rules of Procedure**

As yet told more above, the members of the Statutes Commission had wished to present the modifications of Statutes/Rules like motions, so accompanied by commentaries from the Executive Committee or the General Secretary.

So, like Secretary General, I invite you to carefully study these propositions, here below,, being sure that all was drafted with the alone goal to allow our organisation to even more well work.

### **Motion de change of the Statutes and/or Rules n° 1**

(Lofoten, May 26-30, 2015)

## **STATUTES**

### **3/ THE RULING BODIES OF UNIMA**

- a) The Congress;
- b) The Council;
- c) The Executive Committee, the President, the General Secretary, the Treasurer,  
**and** the Vice-Presidents **and the Board**;
- d) The Auditing Commission;
- e) The National Centres and the Representatives.

**3.c.6/ The Board of UNIMA is constituted of five representatives elected by the Congress: the President, the General Secretary, The Treasurer and the two vice-presidents. The task of the Board is to facilitate the work of its members.**

## RULES OF PROCEDURE

### III - THE RULING BODIES OF UNIMA

- A - The Congress
- B - Elections
- C - The Council
- D - The Executive Committee, the President, the General Secretary **and the Board**
- E - The Auditing Commission
- F - National Centres and Representatives

**III.D.11/** The duties of the General Secretary are the following:

- a/ He/she is responsible for the work of the UNIMA Secretariat;
- b/ He/she must be in regular contact with the President;
- c/ He/she is empowered to sign daily correspondence (matters considered by both the General Secretary and the President to be important should be signed by both);
- d/ He/she reports annually to the Executive Committee on the work of the Secretariat;
- e/ He/she maintains contacts with the National Centres, Representatives, Commissions and International Groups;
- f/ He/she coordinates all UNIMA activities, handles publicity and information, maintains a list of members, keeps the archives in order;
- g/ He/she is **in cooperation with the Board** responsible for convening and preparing Congresses, Councils and meetings of the Executive Committee, for which he/she prepares the agendas;
- h/ He/she appoints, before each Congress and each Council meeting, a Registration Bureau.

### **Motion de change of the Statutes and/or Rules n° 2**

(Lofoten, May 26-30, 2015)

## STATUTES

### 3.d/ THE AUDITING COMMISSION

**3.d.1/ UNIMA's accounts are technically and legally controlled by an independant professional auditor. ~~The Auditing Commission controls UNIMA's as managed by the General Secretary and submits a report to the Congress.~~**

**3.d.2/ The Auditing Commission controls the spending of UNIMA's financial resources and makes sure resources are spent according to the aims stated by the Congress and the Executive Committee. The Auditing Commission reports annually to the Executive Committee, and every four'th year to the Congress.**

**3.d.3/ Members of the Auditing Commission cannot be members of the Executive Committee.**

**3.d.4/ The Auditing Commission is composed of ~~three~~ two members. ~~It makes decisions if at least two members are present.~~**

## RULES OF PROCEDURE

III.D.9/ No member of the Executive Committee **or the Auditing Commission** may hold office for more than three successive terms.

**III.D.12/** The duties of the Treasurer are the following:

- a/ He/she oversees the assets of UNIMA;
- ~~b/ He/she submits an annual budget for approval to the Executive Committee;~~
- b/ He/she supervises the finances of UNIMA and reports to the Congress, to the Council and to the Executive Committee at each of their meetings;
- c/ He/she manages the fundraising process for UNIMA.
- d/ **He/she alerts the Auditing Commission in case of financial difficulties.**
- e/ **He/she presents in the beginning of October each year a budget to be approved by the Executive Committee. The budget of UNIMA is provisional and can be modified during the year if the Treasurer and the General Secretary find it necessary.(§ 3.C.4.4)**

III. E/ THE AUDITING COMMISSION (Statutes: §3.d)

III.E.1/ The Auditing Commission ~~has two roles: it gives its opinion on the General Secretary and the Treasurer's financial measures, and it examines accounts, receipts, statements of income and expenditure.~~ It may be assisted by a specialist.

III.E.2/ ~~The members of the Auditing Commission have the right to to be informed of the use of UNIMA finances by the keeper of the books and the Executive Committee, and to examine at any time the account books. With the agreement of the President of the Auditing Commission, each of its 3 members has the right to examine at any time the account books, and to be informed of the use of UNIMA finances.~~

### **Motion de change of the Statutes and/or Rules n° 3**

(Lofoten, May 26-30, 2015)

#### **RULES OF PROCEDURE**

III.D/ THE EXECUTIVE COMMITTEE, THE PRESIDENT, THE GENERAL SECRETARY AND THE TREASURER (Statutes: §3.c)

III.D.10/ The duties of the President are he following:

When informed about possible violations of the Statutes or the Rules of Procedure, it is the President 's responsibility to the contact with the Statutes Commission, the national Centres and the members concerned in order to:

a/ try to find a solution through information, mediation aor negotiation

b/ if this is not possible to start an exclusion process of the member or the National Centre in question

III.D.11/ The duties of the General Secretary are the following:

a/ He/she is responsible for the work of the UNIMA Secretariat;

b/ He/she must be in regular contact with the President;

c/ He/she is empowered to sign daily correspondence (matters considered by both the General Secretary and the President to be important should be signed by both);

d/ He/she reports annually to the Executive Committee on the work of the Secretariat;

e/ He/she maintains contacts with the National Centres, Representatives, Commissions and International Groups;

f/ He/she coordinates all UNIMA activities, handles publicity and information, maintains a list of members, keeps the archives in order;

g/ He/she is responsible

**The idea/goal is missing: together with the board / See with Knut**

for convening and preparing Congresses, Councils and meetings of the Executive Committee, for which he/she prepares the agendas;

h/ He/she appoints, before each Congress and each Council meeting, a Registration Bureau.

III.D.12/ The duties of the Treasurer are the following:

a/ He/she oversees the assets of UNIMA;

b/ He/she submits an annual budget for approval to the Executive Committee;

c/ He/she supervises the finances of UNIMA and reports to the Congress, to the Council and to the Executive Committee at each of their meetings;

d/ He/she manages the fundraising process for UNIMA.il faut

e/ (following French Version: «Soumet au début octobre un budget annuel pour approbation au Comité Exécutif. Le Budget de l'UNIMA est un budget prévisionnel susceptible d'être modifié en cours d'année en fonction des besoins par le Secrétaire Général et le Trésorier (§ 3.C.4.4)»

**As Knut already quoted this new article into the motion two, so, we must quote/repeat word by word**

the following text:

III.D.12/ The duties of the Treasurer are the following:

a/ He/she oversees the assets of UNIMA;

~~b/ He/she submits an annual budget for approval to the Executive Committee;~~

b/ He/she supervises the finances of UNIMA and reports to the Congress, to the Council and to the Executive Committee at each of their meetings;

c/ He/she manages the fundraising process for UNIMA.

d/ He/she alerts the Auditing Commission in case of financial difficulties.

e/ He/she presents in the beginning of October each year a budget to be approved by the Executive Committee. The budget of UNIMA is provisional and can be modified during the year if the Treasurer and the General Secretary find it necessary.(§ 3.C.4.4

#### **Motion de change of the Statutes and/or Rules n° 4**

(Lofoten, May 26-30, 2015)

#### **RULES OF PROCEDURE**

III.D.13/ Procedure for fixing the budget by electronic vote.

a/ Four weeks before the vote, the Treasurer and the General Secretary should send to the members of the Executive Committee a proposal for the budget included useful explanations in all three languages.

b/ Not more than one week later the members of the Executive Committee should send their comments, proposals and motions. Motions must contain a balance between expenses and income. After one week the members of the Executive Committee may no longer present motions or proposals.

c/ The General Secretary and the Treasurer will administrate the voting process. They may present counterproposals and modifications to the proposed budget. In case of contradictions between the presented motions, they may try to unify them in accordance with the authors of the motions. If this is not successful, they propose a voting structure.

d/ Each motion presented in a legal way, should be put to vote. In case of counterproposal from the General Secretary and the Treasurer, the members of the Executive Commission have the possibility to vote two times "yes" to three possible choices (first version, motion, counterproposal)

e/ The General Secretary and the Treasurer present the final vote on the provisional budget including the results of the vote on the different motions.

f/If the Executive Committee does not accept the provisional budget, the General Secretary and the Treasurer must present a new one within three months. If on budget is accepted by the first of January, UNIMA is ceased to engage in any project. Only financial commitments and signed contracts must be paid.

#### **Motion de change of the Statutes and/or Rules n° 5**

(Lofoten, May 26-30, 2015)

#### **RULES OF PROCEDURE**

III.D.6/ Between two meetings of the Executive Committee, the General Secretary and/or the President may initiate a postal or electronic ballot on urgent matters if they deem it necessary or if at least five members of the Executive Committee require it. The procedure for electronic voting is the following:

a/ The General Secretary should send to the members of the Executive Committee a project including useful comments in all three languages.

b/ Not more than one week later the members of the Executive Committee should send their comments, proposals and motions. After one week the members of the Executive Committee may no longer present motions or proposals.

c/ The General Secretary will administrate the voting process.

"he" or "he/she", need to be decided

He/she may present counterproposals and modifications to. In case of contradictions between the presented motions,

"he" instead of "they", need to be decided

they may try to unify them in accordance with the authors of the motions. If this is not successful, they propose a voting structure.

d/ Each motion presented in a legal way, should be put to vote. In case of counterproposal from the General Secretary, the members of the Executive Commission have the possibility to vote two times "yes" to three possible choices (first version, motion, counterproposal)

e/ The General Secretary present the final vote on the provisional budget including the results of the vote on the different motions. If one of the members of the Executive Committee so wish, the final vote should be by secret ballot.

III.D.7/ Proxy may not be given to another member of the Executive Committee; however, the absent member can participate in decisions by communicating a written opinion, by written or electronic letter.

### **Motion de change of the Statutes and/or Rules n° 6**

(Lofoten, May 26-30, 2015)

## **RULES OF PROCEDURE**

### **III/ THE RULING BODIES OF UNIMA (Statutes: §3)**

#### **THE CONGRESS (Statutes: §3.a)**

III.A.1/ The Congress is convened by the General Secretary in agreement with the President. The location of a Congress is determined by the previous Congress. If a Congress does not take place, or if the location and/or date are changed, the Executive Committee will determine the new location and date.

The hosting of a Congress shall be entrusted to a National Centre which shall have applied for it and which shall secure the financial and technical means necessary for its good functioning.

#### **III.A.2/ Information, convocation**

12 months before the general information about the place and dates for the Congress, should be sent by the General Secretary to all National Centres, councillors and representatives. The National Centres shall inform all their members.

Six months before the General Secretary shall send the convocation to all National Centres, councillors and representatives. It shall contain all available and relevant information on the location and date of the Congress.

The National Centres and the Representatives shall immediately pass on the convocation on to all members. If a Country has neither National Centre nor Representative, the General Secretary shall send notification directly to each member.

The General Secretary shall send notification of the dates and location of the following Congress to all National Centres, Councillors and Representatives.

The National Centres and the Representatives shall immediately pass on the notification to all members. If a Country has neither National Centre nor Representative, the General Secretary shall send notification directly to each member. The notification shall be sent at least six months in advance of the Congress, and it shall contain all available and relevant information on the location and date of the Congress including the Congress-file which shall comprise:

### III.A.3/ Congress files

At least six months before the General Secretary shall publish the an electronic version of Congress dossier. Each councillor is resposable to print his/her copy of the document, in the preferred version and language. However, a councillor may ask the organizer of the Congress for a paper copy of the congress files.

### The Congress-file shall comprise:

- 1/ The Agenda;
- 2/ An administrative report from the General Secretary on the work of the Secretariat during the period since the preceding Congress;
- 3/ Proposed activities for the forthcoming four-year term;
- 4/ The report of the Election Committee;
- 5/ The possible proposals for modifications to the Statutes and/or to the Rules of Procedure;
- 6/ Proposals for the location of the next Congress, with supporting documentation limited to two pages;
- 7/ Proposed motions, accompanied by commentaries from the Executive Committee or the General Secretary;
- 8/ The financial report on the preceding term;
- 9/ The provisional budget for the forthcoming term.

### III.C/ THE COUNCIL (Statutes: §3.b)

III.C.1/ A Council meeting is held at least once between two Congresses. This meeting is held in principle two years after the last Congress.

III.C.2/ The Council is convened by the General Secretary in agreement with the President. The location of a Council is determined by the Executive Committee. The hosting of a Council meeting shall be entrusted to a National Centre which shall have applied for it and which shall secure the financial and technical means necessary for its good functioning. **The General Secretary shall send notification of the dates and location of the following Council to all National Centres, Councillors, Representatives and direct members. The Centres and the Representatives shall immediately pass on the notification to all members. The notification shall be sent at least twelve months in advance of the Council and it shall include the Agenda, established jointly by the President and the General Secretary.**

III.C.3/ Information and convocation about Council follow the same procedures as for Congress. (ROP § III.A.2)

III.C.4/ The Council files are distributed according to the same procedures as the Congress files. (ROP § III.A.3) The files contains the agenda established by the President and the General Secretary together.

### III.C.5/

- III.C.4-6/ .....
- III.C.5 7) .....
- III.C.6 8/ .....
- III.C.7-9) .....
- III.C.8 10/ .....
- III.C.9 11/ .....
- III.C.10 12/ .....
- III.C.11 13/ .....

## **BALANCE of Treasurer for 2012 to 2015 and Presentation of the Provisional Budget 2016 voted by the Executive Committee in Delhi**

The function of Treasurer is new, since its appeared within the Statutes voted in 2010, during a day of Extraordinary Congress (in Dordrecht).

So, I have had the honour to inaugurate this mission during this mandate 2012-2016, elected in the Congress of Chengdu in 2012.

### **Reminder of the functions of Treasurer and presentation of the managing of the finances**

The paragraph 3.c.4) of our Statutes stipulates that:

*4/ The General Secretary is responsible for the financial affairs of UNIMA together with the Treasurer.*

The paragraph III.D.11) of our Rule stipulating that:

*The duties of the Treasurer are the following:*

*a/ He/She oversees the assets of UNIMA;*

*b/ He/She submits an annual budget for approval to the Executive Committee;*

*c/ He/She supervises the finances of UNIMA and reports to the Congress, to the Council and to the Executive Committee at each of their meetings;*

*d/ He/She manages the fundraising process for UNIMA.*

It is in this spirit that I accompanied the management of the UNIMA Budget, daily attended by Fabrice Guilliot, in coherence with the project of the Secretary General, approved by the Executive Committee.

### **The functioning**

At end of each year, a Provisional budget for the coming year is prepared and submitted to the Executive Committee.

A Balance concerning the past year is approved during the following year, provided in two forms: the Balance certified by our Chartered accountant and a analytical presentation quoting the same elements, with explanations about the main headings, allowing the comparison with the Provisional budget adopted by the Executive Committee.

### **Balance Exercise 2012 and Balance 2013**

The mission of the Treasurer started in course of exercise.

#### **2012**

Total of the expenses:	148.148 €
Total of the incomes:	155.547 €
Positive Result:	7.400 €
Reversal of provisions:	10.000 €
Equity capital:	204.684 € (including 159.936 € of Dedicated Funds)

#### **2013**

Total of the expenses:	165.250 €
Total of the incomes:	165.265 €
Positive Result:	16 €
Reversal of provisions:	38.636 €
Equity capital:	169.391 € (including 121.300 € of Dedicated Funds)

### **Expenses activities**

The **Project of activities** approved by the Congress is implemented during the 2<sup>nd</sup> semester 2012, and follows on 2013 and the expenses are increasing, especially due the costs of personnel needed for the website (see here below).

A long term project continuity: Translations for WEPA

Set up of the UNIMA website that, previously validated by Executive Committee, began in 2012. It was conducted under the responsibility of the Publication & Documentation Commission. Hiring of an employee, Lothaire Claude (drafting of the specifications beginning at the end of 2012 for request of quotations, accompaniment of the validation and follow-up of the set up and essays).

Project "Video Documentary" proposed by our Secretary General in Chengdu: shootings 2013 in Italy, Vietnam, Charleville.

New orientation adopted at the end of 2013: Bank of video images, without production, except project decided by Executive Committee.

### **New functioning for the Commissions, after feedback on the anterior years**

Each project will have to be accompanied with a Budget and, at the end of the year, a Balance would be sent to the General Secretary.

If the foreseen/budgeted sums was not engaged, they can not be capitalized and automatically "extended" on the next year.

The Commissions must provide a project and an Annual budget, if expenses are envisaged. If the project is developed on two or three exercises, the amount of the expenses budgeted for the following years has to be indicated.

We have to consider the financial contribution from UNIMA as an initial support, allowing to find other helps, because, ideally, UNIMA don't must cover 100 % of the expenses linked with a project. Also, the travels should exceed 30 to 40 % of the expenses of the total amount of the project.

Global expenses for activities of Commissions

2012 : 31.327 €

2013 : 13.510 €

### **Incomes**

Reversal of provisions scheduled in the expenses of activities (especially the building of the website)

Membership fees increasing

Decrease of the Conseil Général: - 4.000 € for each year of 4 years convention renegotiated in 2012 ((½ of 2012, 2013, 2014, 2015 and ½ of 2016)

Continuance of the subvention from Conseil Régional and City in 2013.

### **Balance 2014**

Total of the expenses: 148.556 €

Total of the incomes: 154.647 €

Positive Result: 6.091 €

Equity capital: 231.669 € (including 121.300 €  
of Dedicated Funds)

### **Expenses activities**

WEPA: The third and last payment concerning the Spanish translation of the WEPA was made in December 2014.

Video Documentary: Project taken over by Heritage Commission, after the meeting of the Executive Committee in Cuba.

No expenditure for shooting, editing or right of author - hence, allocation of the ½ salary of Lothaire Claudel, considering that a part of his work could be necessary for the realisation and the designing of the website in order to present there the Bank of video images.

Website; After the departure of Lothaire Claudel, who, during the last months of his contract, in addition of the “last adjustments” about the website, especially acted as moderator - hiring of a “new” moderator, with a part-time contract (24h/month)

Global expenses for activities of Commissions  
2014: 21.387 €

### Incomes

**Since 2014: Valuation within the Balances and Budgets of the direct financings (intangibles supports) concerning the President and Secretary General, as well the members of Executive Committee:** travel costs, accommodation and welcome of the members of Executive Committee (in Cuba).

We are not able to take into account the “helps” directly received by the Commissions, with the currently provided Budgets and Balances of these activities and the difficulty to get them.

Reversal of provisions not necessary

Allocation of a part of the positive result for the project Kangouru

Decrease of the subvention from the Ministry of Culture (less 7 %)

The supports from the other funders remain equal/identical.

**Estimated Balance 2015 (at November 2015, since the definitive certified Balance of an ended year is established and communicated by the Chartered accountant in February of the following year, so, in this case, 2016)**

Total of the expenses:	126.800 €
Total of the incomes:	136.500 €
Positive Result:	9.700 €
Equity capital:	231.500 € (including 121.300 € of Dedicated Funds)

### Expenses activities

WEPA: The English and Spanish translations are completed, the corrections, updatings and additions within the basic French version are in course of achievement.

Beginning of the preparatory task before installation of the notices/articles at the end of the year.

Website: Request of quotation for new modules for installation of the WEPA and hiring of a Webmaster.

End of the contract of the moderator and hiring of a new Webmaster at the end of 2015.

Video Documentary/bank of images: A sum was budgeted, unused till today.

Global expenses for activities of Commissions  
2015: 31.000 €

### Incomes

Good level of the membership fees and sales of book (as every two years, thank the stand at the book-fair, during the Festival of Charleville).

Important decrease of the subsidy received from the City: - 27 %

Ministry of Culture: - 1 %

Continuation of the subventions of the Région Champagne-Ardenne, and the Department (Conseil Général)

### Provisional Budget 2016 (voted in Delhi)

Estimated expenditures:	216.200€
Estimated Subventions:	95.660€
Reversal of provisions:	49.700€

## Expenses activities

WEPA: Continuity of the installation of the notices/articles of the WEPA online: Achievement scheduled during last semester 2016

(the possibly costs for the purchase of “nice” photos coming in addition to the ones provided, free of right, by the National Centres and other contributors are not taken into account, here)

Website: Evolution and developments and activities of a full time Webmaster/Moderator.

Video Documentary/bank of images: A sum was budgeted to cover the possibly expenses linked with this project of the Heritage Commission.

Global allocation for activities of Commissions

2016: 57.000 €

## Incomes

Good level of the membership fees for this year of Congress

The total of the subsidies is scheduled at the same level that in the Provisional budget 2014: We are asking them to the funders on this basis in order to lead all our projects.

We would have more precise informations about their exact respective amount during the Congress.

## Conclusions and recommendations

The current expenditures are very stable and the organization is managed with the greatest seriousness by Fabrice Guillot, to whom I pay tribute. The amount of the membership fees is increasing (good follow-up and reminders).

Since taking this function at the end of 2012, I have regularly reminded vigilance regarding the public subsidies in the French context, supports which remained however important till this day and allow the association to employ a permanent employee and occasional employees, to rent office, to ensure the functioning of the General Secretary and to lead the activities and projects of the Commissions to a certain level.

Let us be grateful with the French State and the communities of Charleville-Mézières and Champagne-Ardenne.

However the period is difficult and the immediate questioning of financiers is simple: What brings concretely the UNIMA at the regional level, at the one of the city where our International General Secretary is implanted ?

Concerning the Ministry of Culture, it firstly finances the French UNIMA National Centre for its activities of professional association.

It was planned to use the reserved funds to lead the important projects of the Video documentary but given its reorientation, it was not the case.

However, we have been using a little part of these funds for the realization of the website and for the full-time job created during the period of realization and coordination of this one.

Building (2013):	25.833 €
Supervision Building (2012 à 2014):	40.757 €
	-----
	66.590 €

Moderation (2014 à 2015)	10.769 €
Hosting/Maintenance (2013 à 2015)	8.933 €

The **search of complementary funds** is complex for an international association because the international financing do not exist as such.

The UNESCO organisation on which our General Secretary and our President based a hope finance, does not support more projects, suffering themselves restrictions on the part of the states.

That can be however a helping label: A regular exploration was led by the Treasurer between 2013 and 2015 close foundations and sponsors.

Only projects of actions can be validly highlighted, defended and receiving funds, as the video project. It began in 2013 with shootings joining a project which remained to define in its details and was interrupted at the end of the same year.

**Application must be upstream realized and worked to hope for a financing.**

**It is possible to make it for important projects carried by certain Commissions (for example Kangaroo project), but we must anticipate:** The presidents of Commission have to work in great closeness with the General Secretary.

But, today, it's already hard for the assistant to receive precise and concrete informations on the nature of a coming project or regarding the financing of this one, when he is in progress.

The approach must be widened towards foreign funds and sponsorship.

The National Centres could help in contacts and searches.

**International visibility and communication:** UNIMA is in deep deficit on this aspect.

In my opinion, it's one of the priority axes for the new Secretary General during the next mandate, an goal/aim on which all the members can collaborate and it could be useful to be better presented, for the financing.

I am very honoured to have fulfilled this Treasurer's task for four years, in vigilance and in the interest of this beautiful and great Association.

Thank you of your confidence and more particularly our President, Dadi Pudumjee, our Secretary General, Jacques Trudeau and the members of the Executive Committee.

Lucile BODSON  
Treasurer

**BALANCE 2012-2015 + Budget 2016 Expenses UNIMA**

EXPENSES				<i>Estimation</i>	<i>Budget</i>
	2012	2013	2014	2015	2016
<b>Purchases and External Fees</b>					
Electricity & Gas	2 366,92 €	2 580,88 €	1 931,09 €	2 360,00 €	2 200,00 €
Supply, Maintenance & Small Equipments	6,50 €	15,55 €			100,00 €
Office Supplies	260,35 €	497,35 €	433,25 €	230,00 €	400,00 €
Translation & Interpreting	390,00 €	330,00 €			400,00 €
Various Sub-Contracting (Printing, etc..)	289,43 €	162,66 €	161,58 €	303,12 €	200,00 €
Office Hire	10 782,00 €	10 782,00 €	10 919,67 €	10 880,00 €	11 000,00 €
Maintenance Equipment	179,40 €	2 918,75 €	54,55 €	70,00 €	200,00 €
Insurance	326,79 €	499,82 €	487,55 €	487,55 €	500,00 €
<b>Activities</b>					
Encyclopaedia	22 048,32 €	1 993,00 €	5 000,00 €	14 700,00 €	23 150,00 €
Video Documentary		15 963,30 €	10 367,43 €		10 000,00 €
<b>Other Fees</b>					
General Documentation	195,94 €	75,00 €	65,00 €	65,00 €	80,00 €
Contributor Remuneration	2 442,00 €	2 520,00 €	2 595,00 €	2 580,00 €	2 600,00 €
Advertising	777,90 €	500,00 €			
Website	6 478,76 €	28 019,60 €	16 213,03 €	6 700,00 €	18 750,00 €
«Customers» Gifts	617,41 €	164,60 €	342,01 €	100,00 €	500,00 €
Transport on Sales					
Travel Costs President	2 756,77 €	2 193,84 €	3 168,16 €	4 450,00 €	6 000,00 €
Travel Costs General Secretary	7 444,89 €	5 402,40 €	9 135,95 €	7 050,00 €	6 000,00 €
Travel Costs Assistant and Guests	8 975,95 €	2 661,14 €	20 951,64 €	15 400,00 €	43 400,00 €
Meeting & Reception Fees	284,52 €	255,45 €	250,70 €	360,00 €	300,00 €
Mail Fees	577,49 €	614,98 €	357,11 €	650,00 €	600,00 €
Internet (Offices)	559,68 €	559,68 €	561,60 €	555,00 €	600,00 €
Phone	1 070,32 €	973,34 €	992,92 €	980,00 €	1 000,00 €
Banking Fees	772,27 €	902,21 €	446,58 €	590,00 €	600,00 €
<b>Taxes, Assimilated payments</b>					
Professional Training	312,28 €	727,05 €	937,56 €	400,00 €	400,00 €
Various Taxes (Dues, etc...)	53,82 €	37,08 €	76,80 €	38,40 €	100,00 €
<b>Employees Fees</b>					
Salaries	19 620,00 €	46 392,67 €	18 830,50 €	20 200,00 €	20 200,00 €
Temporary Employees		864,03 €		935,00 €	
Tax & Social Security Charges	4 343,58 €	12 407,63 €	3 479,51 €	4 180,00 €	4 180,00 €
<b>Miscellaneous Projects Fees</b>					
Grants for Commissions	31 327,12 €	13 510,93 €	21 387,81 €	31 000,00 €	57 000,00 €
Various Events		410,09 €		1 400,00 €	440,00 €
External Project Participation	125,00 €	1 499,39 €	125,00 €	125,00 €	300,00 €
<b>Miscellaneous Expenses</b>					
Various Compensations					
Provision Funding Advice Contracts and Rights					5 000,00 €
Obligations to realize	14 500,00 €				
Purchase Materiel (n° 5) for Doc in Depreciation		-2 053,30 €			
<b>Dotations</b>					
for Depreciation	24,62 €	665,83 €	886,45 €		
Provisional Funding	8 226,00 €	10 197,00 €	18 397,00 €		
Exceptional Expenses	12,03 €	5,77 €	0,66 €	10,93 €	
<b>TOTAL DES CHARGES</b>	<b>148 148,06 €</b>	<b>165 249,72 €</b>	<b>148 556,11 €</b>	<b>126 800,00 €</b>	<b>216 200,00 €</b>

**BALANCE 2012-2015 + Budget 2016 Incomes UNIMA**

INCOMES	2012	2013	2014	<i>Estimation</i>	<i>Budget</i>
				2015	2016
<b>Sales</b>					
Sale of Books	1 042,30 €	1 630,00 €	235,00 €	1 400,00 €	320,00 €
Variation on Stock	9 998,00 €	8 920,74 €	8 507,00 €		
<b>Provision of Services</b>					
Membership Fees	19 690,74 €	17 018,33 €	21 821,75 €	20 200,00 €	22 000,00 €
Reviews & Various					
Commissions on Sales & Copyrights					
<b>Subventions</b>					
Ministry of Culture	14 100,00 €	10 500,00 €	9 765,00 €	9 660,00 €	9 660,00 €
Regional Council of Champagne-Ardenne	30 500,00 €	30 500,00 €	30 500,00 €	30 500,00 €	30 500,00 €
General Council of the Ardennes	27 943,00 €	24 000,00 €	24 000,00 €	24 000,00 €	24 000,00 €
City of Charleville-Mézières	31 500,00 €	31 500,00 €	31 500,00 €	23 000,00 €	31 500,00 €
Others					
<b>Investment Interest</b>					
Livret A & other Investments	1 863,90 €	2 458,56 €	2 374,67 €	2 800,00 €	1 500,00 €
Exceptional Products	7 625,29 €	1,00 €	1 523,93 €	40,00 €	20,00 €
<b>Various Incomes</b>					
Repossession Provision & Transfer of Charges	10 000,00 €	38 636,74 €			49 700,00 €
Donations	1 284,39 €	100,00 €	1 000,00 €	3 900,00 €	1 000,00 €
Sponsorship					
Participation from National Centres & Other			23 420,00 €	21 000,00 €	46 000,00 €
<b>TOTAL DES PRODUITS</b>	<b>155 547,62 €</b>	<b>165 265,37 €</b>	<b>154 647,35 €</b>	<b>136 500,00 €</b>	<b>216 200,00 €</b>

form updated October 2015

## **Provisional budget for the forthcoming term**

### **Comments of Treasurer concerning the Estimative Budget 2016-2020**

The projects and new proposals which will emerge during the next Congress and that the Executive Committee and new Secretary General, elected in next May, will have to carry out during the next mandate, are still not known.

Here, we are proposing a framework which takes into account the actions which are always undertaken, sometimes for many years, and are in progress and in finalization. It will be also necessary, perhaps, to foresee the redefinition of the precise goals of certain ones.

Funds in reserve would possibly allow to launch a new great project on the condition of finding new means, financial and material, in order to pursue and to develop all our actions (in progress and new ones).

Concerning the incomes, currently, we have not precise informations on the perspectives.

We shall have a clearer vision in May 2016.

But, right now, we have to take into account a forced French context which could result in a decrease, more or less important, of our subsidies.

In this case, to hold the activities on the planned bases, in particular those of the Commissions, it would be necessary to find new financing.

The present projection gives a framework which would allow

- To lead one or two important projects
- To finance in part projects of Commissions within the frame of the rules of functioning (in particular, considering that UNIMA should not have to cover 100 % of the expenses linked with a project, that only projects of actions can be validly highlighted, defended and receiving funds).
- To insure the functioning of the General Secretary and all the necessary services
- To pay a salary for a post of permanent assistant for the general coordination and the administration of the association

The Estimative Budget 2016, here presented, was voted during the meeting of the Executive Committee, in New Delhi, while the Budgets for the following years are a projection, taking into account the elements, here above quoted.

**ESTIMATED BUDGET 2016-2020 Expenses UNIMA**

<b>EXPENSES</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
<b>Purchases and External Fees</b>				
Electricity & Gas	2 200,00 €	2 300,00 €	2 350,00 €	2 400,00 €
Supply, Maintenance & Small Equipments	100,00 €	110,00 €	110,00 €	110,00 €
Office Supplies	400,00 €	420,00 €	430,00 €	450,00 €
Translation & Interpreting	500,00 €	500,00 €	500,00 €	500,00 €
Various Sub-Contracting (Printing, etc..)	200,00 €	200,00 €	200,00 €	200,00 €
Office Hire	11 000,00 €	11 000,00 €	11 500,00 €	11 500,00 €
Maintenance Equipment	200,00 €	200,00 €	220,00 €	220,00 €
Insurance	500,00 €	530,00 €	540,00 €	550,00 €
<b>Activities</b>				
Encyclopaedia	21 600,00 €	6 500,00 €	6 500,00 €	11 500,00 €
Video Documentary	10 000,00 €	10 000,00 €	10 000,00 €	10 000,00 €
<b>Other Fees</b>				
General Documentation	80,00 €	80,00 €	80,00 €	80,00 €
Contributor Remuneration	2 600,00 €	2 700,00 €	2 800,00 €	2 850,00 €
<b>Advertising</b>				
Website	15 650,00 €	15 650,00 €	15 650,00 €	15 650,00 €
«Customers» Gifts	500,00 €	500,00 €	500,00 €	500,00 €
<b>Transport on Sales</b>				
Travel Costs President	7 500,00 €	7 500,00 €	7 500,00 €	7 500,00 €
Travel Costs General Secretary	3 500,00 €	3 500,00 €	3 500,00 €	3 500,00 €
Travel Costs Assistant and Guests	18 000,00 €	25 000,00 €	18 000,00 €	25 000,00 €
Meeting & Reception Fees	300,00 €	300,00 €	400,00 €	400,00 €
Mail Fees	600,00 €	620,00 €	620,00 €	620,00 €
Internet (Offices)	600,00 €	620,00 €	620,00 €	620,00 €
Phone	1 000,00 €	1 000,00 €	1 000,00 €	1 000,00 €
Banking Fees	600,00 €	600,00 €	600,00 €	600,00 €
<b>Taxes, Assimilated payments</b>				
Professional Training	400,00 €	400,00 €	420,00 €	420,00 €
Various Taxes (Dues, etc...)	100,00 €	100,00 €	100,00 €	100,00 €
<b>Employees Fees</b>				
Salaries	20 800,00 €	20 800,00 €	20 800,00 €	21 400,00 €
Temporary Employees	1 000,00 €		1 000,00 €	
Tax & Social Security Charges	4 300,00 €	4 300,00 €	4 300,00 €	4 430,00 €
<b>Miscellaneous Projects Fees</b>				
Grants for Commissions	32 000,00 €	32 000,00 €	32 000,00 €	32 000,00 €
Various Events	440,00 €	450,00 €	550,00 €	550,00 €
External Project Participation	300,00 €	400,00 €	500,00 €	550,00 €
<b>Miscellaneous Expenses</b>				
Various Compensations				
Provision Funding Advice Contracts and Rights	4 000,00 €	4 000,00 €	3 000,00 €	3 000,00 €
Obligations to realize				
<b>Dotations</b>				
for Depreciation				
Provisional Funding				
Exceptional Expenses	30,00 €	20,00 €	10,00 €	
<b>TOTAL OF EXPENSES</b>	<b>161 000,00 €</b>	<b>152 300,00 €</b>	<b>146 300,00 €</b>	<b>158 200,00 €</b>

## ESTIMATED BUDGET 2016-2020      Incomes      UNIMA

INCOMES	2017	2018	2019	2020
<b>Sales</b>				
Sale of Books	1 500,00 €	400,00 €	1 500,00 €	400,00 €
Variation on Stock				
<b>Provision of Services</b>				
Membership Fees	20 500,00 €	22 400,00 €	20 500,00 €	22 500,00 €
Reviews & Various				
Commissions on Sales & Copyrights				
<b>Subventions</b>				
Ministry of Culture	9 700,00 €	9 700,00 €	9 700,00 €	9 700,00 €
Regional Council of Champagne-Ardenne	30 500,00 €	30 500,00 €	30 500,00 €	30 500,00 €
General Council of the Ardennes	24 000,00 €	24 000,00 €	24 000,00 €	24 000,00 €
City of Charleville-Mézières	31 500,00 €	31 500,00 €	31 500,00 €	31 500,00 €
Others				
<b>Investment Interest</b>				
Livret A & other Investments	600,00 €	600,00 €	600,00 €	600,00 €
Exceptional Products				
<b>Various Incomes</b>				
Repossession Provision & Transfer of Charges	16 700,00 €			
Donations	1 000,00 €	2 200,00 €	1 000,00 €	1 000,00 €
Sponsorship	5 000,00 €	7 000,00 €	7 000,00 €	7 000,00 €
Participation from National Centres & Other	20 000,00 €	24 000,00 €	20 000,00 €	31 000,00 €
<b>TOTAL OF INCOMES</b>	<b>161 000,00 €</b>	<b>152 300,00 €</b>	<b>146 300,00 €</b>	<b>158 200,00 €</b>

form updated October 2015

### Explanations on Provisional Budget 2016-2020

#### Expenses

##### Purchases and External Fees

We scheduled an "normal" increase from 2017 to 2020 concerning these fees of functioning.

##### Encyclopaedia

For 2017, we scheduled a sum thinking that the uploading of the 3 versions of the WEPA in our website could be following, at least partly, on this year.

For 2018 and 2019, we budgeted a sum for the possible costs of updating of some articles.

In 2020, perhaps, we will need to spent more money in order to add some informatics module in our website in order to remain presenting as well as possible the WEPAs with the possibly "futures tools/means".

##### Video Documentary

We took as base 75 % of the sum spent in 2013, foreseeing shootings, each year, in order to actually fill the Bank of images initiated on this year.

##### Travel Costs (President, General Secretary and Assistant, Guests)

While we reduced the global budget for the travels of President and Secretary General of 10 % in comparison of the last years, we also took into account, valued the "immaterial helps" offered by National Centres and other people when both are invited to Festivals or other events. It's hard to clearly establish the rate, but 1/2 really paid by UNIMA, 1/2 under from "local supports" seem us right enough.

Concerning the travel costs for Assistant and Guests, as you will see, we took into account the year with or without UNIMA meetings (Council, Congress). For information, the cost of reception of all the Executive Committee is mainly included in this quoted sum.

If, as requested by our Treasurer, in her comments, we can get more precise information about the helps directly received by the Commissions, we would take into account within the next Balances, still trying to present figures as exact as possible.

#### Employees Fees

Since the other costs of salaries (webmaster, uploading of WEPA) are precisely charged in the right corresponding headings, here, there are only quoted the fees for the assistant in the General Secretary. Except an "usual" increase of 3 % asked by the current employee in 2017 and 2020, this post remains enough stable.

#### Grants for Commissions

Even if this manner of calculation is now totally abandoned, because, now, each Commission has to provide, each year, a Balance and a Budget (asking less or more grant following its projects), you may understand that it's hard to do projection till 2020.

So, and only in order to foresee an global envelope, we "allocated" 2.000 Euros by Commission for the years 2017, 2018, 2019 and 2020.

#### Provision for Funding Advice Contracts and Rights

Even if this sum could be decreasing year after year, we preferred to still budget a "minima" sum in order to pay this kind of expenses if the drafting of contract/documents concerning copyrights, compensations of authors, etc.; for texts or images is necessary.

### **Incomes**

#### Membership Fees

We took into account the sums collected during the last years, just modulating following the years with or without meetings (Council, Congress), even if, normally this fact should not be considered, each National Centre having to pay its membership fees annually.

#### Subventions

Even if this global envelope certainly would be decreasing in the next years, we took into account the subsidies received in 2014, hoping that we won't need to take too much money in our funds in reserve.

#### Repossession of Provision & Transfer of Charges

Except for 2017, where we could have to support possibly costs for the ending of the uploading of the WEPA and taking into account the previous comment concerning the expected subventions, we didn't plan more solicitation of our funds in reserve.

#### Donations & Sponsorship

We hope that the new Secretary General, with the help of the Treasurer would be able to develop this kind of incomes, really needed if, as previously written, the subsidies are decreasing.

#### Participation from National Centres & Other

Here, are valued the possibly "immaterial helps" that UNIMA could receive for its events (organization of meetings, reception of members of the board and other "guests"). As previously written by our Treasurer, if possible, well provided, here, we could take into account the possibly helps directly received by the Commissions.