



European Society of Hypnosis
In Psychotherapy and Medicine

Constitution

Article I: Name

The Society shall be known as 'The European Society of Hypnosis in Psychotherapy and Medicine', hereinafter referred to as 'ESH'. ESH is a non-profit organisation

Article II: Location

The seat of ESH is that of the Central Office.

Article III: Fiscal Year

Membership and fiscal year shall be the calendar year, January 1 to December 31.

Article IV: Objectives of ESH

- 1) To encourage and facilitate co-operation and exchange pertinent to the clinical application and scientific study of hypnosis. To support collaboration between scientific institutes, ESH Constituent Societies (CS), equivalent European and International societies, training centres, clinical and scientific institutes in the field of hypnosis.
- 2) To uphold and promote professional standards in education and training in the field of hypnosis including ethical standards and to encourage education and training in the field of hypnosis in medicine, dentistry, psychology and psychotherapy.
- 3) To hold a Congress every 3 years. ESH Constituent Societies will be invited to submit proposals to host the Congress. Proposals will be introduced to the ESH Council of Representatives (COR) who will decide which society organises the next ESH Congress. If, in exceptional circumstances, the society chosen at the COR finds itself unable to complete its commitment, or to meet the standards expected of it, then the ESH Board of Directors can appoint another Society to hold the Congress without further recourse to the COR.

Article V: Membership

- 1) Membership is open to national European Societies in the field of hypnosis, after proposal by the Board and approval by the COR.
- 2) There shall be a category of 'extraordinary members' defined in the Regulations of ESH.

- 3) Membership of a CS ends by a letter announcing termination of ESH Society Membership signed by the President of the member society or when the society ceases to exist. Membership also will end if dues have not been paid by a member (Society, Confederation or Individual) within 12 months' time of the date on which they were due.

Article VI: Organisation

The bodies of ESH are: Council of Representatives, Board of Directors and Fiscal Controllers. The ESH can have sections and committees.

Article VII: Council of Representatives (COR)

The COR is the governing body of ESH.

The COR consists of the representatives of the member Constituent Societies. Each member society or Confederation is eligible to have two (2) named, specific representatives who may vote on the representative council. If a member of COR is unable to attend, they can appoint a substitute to act as Proxy to cast their vote. Each delegate can hold a maximum of two proxy votes. Notification must be given in advance and in writing. The COR has an official meeting at least at the time of each ESH Congress. At this COR meeting the representatives,

- Review the Presidents report
- Review the Secretary's report
- Review the Treasurer's Report
- Approve a budget
- Approve the annual dues
- Elect members to the ESH Board to serve until the next ESH Congress
- Decide the location of the next Congress
- Other business

Decisions are made by simple majority of the Representatives present.

Decisions made at a general meeting are only binding if that meeting is quorate. A quorum is a minimum of 50% attendance the COR and this 50% quorum can include evidenced authorised proxy. Votes may be taken at a non-quorate meeting but they will then require ratification by a postal ballot in accordance with ESH Regulations.

The Chair will have a casting vote in the event of a tie.

Article VIII: The Board of Directors

The Board Members are the President, the President Elect, the immediate Past President, a 1st Vice President also serving as Secretary, a 2nd Vice President, a Treasurer and three additional Board Members.

In the event of the President of ESH being unable to continue in the role during their term of office, the 1st Vice President takes over the Presidency until the next Election. Where to 1st Vice President is unable to assume the role of President the 2nd Vice President takes over the role of President. The sitting Past President would be asked at the next Election to continue as Past

President and if unable to do so the previous Past Presidents would be offered the position in chronological order.

The President Elect will assume the Presidency at the next Congress COR.

If a member of the Board leaves the Board during their term of elected office, they can be replaced. The position is offered to the person who was 1st runner up at the election of the BOD. If this person is unable to take up the post on the BOD it is offered to the person with the next highest vote until the position is filled. If there has been a tie in the number of votes for those being offered the vacant post then the BOD will decide which person to offer the position to. The replacement board members name must be circulated to the COR for information and their membership of the BOD will cease at the end of that term.

Co-Opted members of the BOD

Should the Board identify an individual who possesses special expertise, which is not possessed by existing Board Members, but is required to fulfil the Board's responsibilities, they can be co-opted at any time as a non-voting temporary member of the BOD. The name of the individual that the BOD has co-opted will be submitted to the COR for information.

Duties of the Board

The Board is in charge of ESH in accordance with ESH objectives. The Board can delegate special activities to committees. The Board decides the location of the ESH Central Office and appoints an individual who will be responsible for the supervision of the staff running the Central Office.

The President represents the ESH. The President or their proxy presides at all meetings and telephone or video conferences of the ESH and the COR. The President has an ex-officio position on all the committees. The President prepares an agenda before the next COR meeting and a report on the activities of ESH.

The 1st Vice President/Secretary keeps minutes of the meetings of the ESH and the COR. The minutes are reviewed by the President who then instructs Central Office to distribute copies of the minutes to the BOD and the COR.

The 2nd Vice President is responsible for the running of the election, in accordance with the rules in the Regulations of ESH.

The Treasurer gives a report on the financial situation at the official COR meeting.

Election of Board Members

The Board members are elected for one term (time between two ESH Congresses, normally 3 years) by secret ballot of all members of the COR, and authorised proxies present at the meeting.

The President Elect is elected for one term, where after he/she will serve as President for another term and as immediate Past President for further term.

The Treasurer is elected for one term and may be re-elected.

The other Board Members can be re-elected.

Any Board Member is eligible for a maximum of two re-elections (one three-year term plus a further two three-year terms, a total of 9 years). When full three terms are served the Board member is still eligible for nomination as President Elect.

In any election a simple majority decides.

Article IX: Fiscal Control & Fiscal Controllers

The Accounts of the ESH will be audited by an independent financial auditor, appointed by the Board of Directors prior to each triennial Congress.

Two fiscal controllers shall be elected by the COR by majority decision for one term of 3 years to monitor the financial proceedings. They must not be Board Members and can be re-elected.

Article X: Financial Sources

To defray the expenses of the ESH there are:

Section 1: Dues

The members pay annual dues in the amounts set by the COR.

Contributions from ESH Congress as set out in the contract between ESH and the society(ies) running the Congress.

ESH may receive funds and endowments.

Article XI: Amendments

This Constitution may be amended by a two-thirds majority vote validly cast by the members of the COR present at the official COR meeting or by electronic ballot.

Amendments may be proposed by the Board or a petition by one third of the members of the COR.

The ESH Constitution may be amended by resolution presented at an official COR meeting. This must be passed by two thirds majority of the votes validly cast. At the meeting at least half of the members of the COR must be present or represented by authorised proxy. Those persons acting as proxy representatives must supply evidence of authorisation.

If at such an official COR meeting less than 50% of COR members are present or represented, then an electronic ballot will take place. This ballot must be held no sooner than 15 days and not later than two months after the meeting and be held in accordance with ESH Regulations

Article XII: Dissolution of the ESH

The ESH can be dissolved by a three quarters affirmative vote by all the members of the ESH eligible to vote in accordance with the membership rules. All assets of ESH, including intellectual property rights shall be transferred to other non-profit body(ies) with objectives similar to those of the ESH.

ESHCO / Revised April 2020