

## The Constitution of Computer Applications in Archaeology – Dutch-Flemish Chapter

1. The full title of the organisation is “Computer Applications and Quantitative Methods in Archaeology – Netherlands - Flanders”. This may be abbreviated to “CAA-NL-FL”.
2. The aims of the organisation are:
  - i. to bring together archaeologists, mathematicians and computer scientists based in the Netherlands and Flanders;
  - ii. to encourage communication between these disciplines;
  - iii. to give a survey of present work in the field;
  - iv. to stimulate discussion and future progress.
3. Membership:
  - i. Membership of CAA-NL-FL shall be open to anyone without payment. Anyone attending a meeting of CAA-NL-FL will automatically be a member. Membership can also be obtained by writing an e-mail to one of the speakers of CAA-NL-FL. Membership of CAA-NL-FL does not include a free membership of the international CAA (<http://www.caaconference.org>).
  - ii. Members wishing to end their membership can do so by writing an e-mail to one of speakers of CAA-NL-FL.
  - iii. Members are entitled to the following: a) keeping their name and address on the mailing list held by the speakers of the CAA-NL-FL, b) receiving a copy of all mailings, c) voting at the general meetings.
  - iv. All personal details collected through these individual memberships are processed under the EU General Data Protection Regulations (GDPR) 2018, with the retention, storing and sharing of these details set out within our Data Protection Policy.
  - v. Membership of CAA and participation in CAA community activities is a privilege reserved to those complying with the CAA constitution and ethics policy. The CAA Executive Steering Committee (ESC) reserves the right to take decisions regarding membership in the organization and participation in its activities, and to enforce its decisions.
4. Administration:
  - i. CAA-NL-FL shall be administered by three speakers.
  - ii. The speakers will be elected at the CAA-NL-FL conference.
  - iii. One of the speakers of CAA-NL-FL will be designated, by the speakers, as the representative of the chapter to CAA international (ex-officio member of the steering committee of the international CAA; [http://www.caaconference.org/caa\\_constitution.htm](http://www.caaconference.org/caa_constitution.htm) [article 4.iv]).
5. The task of the speakers is threefold:
  - i. To ensure, to the best of their ability, that a regular conference takes place in the Netherlands or Flanders.
  - ii. To maintain a website with relevant information.
6. The speakers shall meet at least once a year.
7. General Meeting:
  - i. Notice of a General Meeting, together with formal proposals for discussion and, in particular, any changes to the Constitution, will be posted at the CAA-NL-FL website at least 21 days before the date of the meeting.

- ii. Normally the General Meeting (GM) shall be held at the CAA-NL-FL conference. Attendance at the GM shall be open to all CAA-NL-FL members.
  - iii. The election of speakers shall take place at the GM, normally by show of hands. All nominations must be submitted to the present speakers at least 10 days beforehand and the willingness of the candidate to stand must be demonstrated
8. Any changes to this constitution must be approved by a 75% majority of votes at a GM. Such changes shall not take effect until they have been announced at the GM.

A National Chapter must enforce all CAA polices within their constitutions, with variations allowed based on local law.