

# International Viola Society - Guidelines for forming an IVS Section

The International Viola Society is a non-profit organisation and has a number of Viola Societies as sections. It is one of the largest organisations of its kind worldwide with over 1500 violists belonging to one or more of our IVS sections.

*This document is designed to assist individuals or organisations to form a viola society in their country. It also outlines how a viola society can apply to join the IVS.*

## Forming a Viola Society:

- 1.) **Membership** - the IVS requires that a viola society has at least seven members. Membership numbers may include the Officers (below).
- 2.) **Officers** - It is recommended that a viola society have at least three officers. The usual titles are: President, Vice President and Secretary/Treasurer. Societies with larger membership numbers may wish to have a separate secretary and treasurer and additional officers.
- 3.) **Constitution** - The viola society needs to have a constitution similar to those of our present IVS sections (for example: <http://www.canadianviolasociety.com/bylaws.html>). A viola society constitution must support the aims of the IVS as stated in the IVS Constitution By-Laws. These can be found here: IVS Bylaws: <https://www.internationalviolasociety.org/bylaws/>
- 4.) **Dues/Subscriptions** - Annual dues/subs must be set and collected from all viola society members. Each viola society sets its own membership fees (the standard at present is between €5 to €50 per member per year). Once a viola society has been accepted as an IVS section, their contribution will be determined by the IVS bylaws.
- 5.) **Activities/Publications** - Each viola society decides what activities and/or publications it offers its membership for their dues/subs. Some viola societies publish a Newsletter or Journal (and/or e-mail news) for their members. Some offer discounts for viola events and other activities.
- 6.) **Viola Society Name** - The IVS prefers that IVS sections take the name of their country, countries or area. However, this is only our preference. If a society already exists with a name, it may wish to maintain this. In such a case, the IVS would like to see the name of the country in parentheses included.
- 7.) **Branches/Chapters** - Each viola society is welcome to form branches/chapters within its viola society.

## Joining the IVS

- 1.) **Application** - Once a viola society has been formed, it may apply for IVS membership. This can be done by letter, in person or by e-mail, and needs to include:
  - a.) The viola society name,
  - b.) The organiser,
  - c.) a list of seven or more members,
  - d.) the officers (or when they will be known, the officers may be part of the seven or more members),
  - e.) the constitution (or when it will be submitted to the IVS) and
  - f.) the dues/subs that will be charged per member annually and when the first dues/subs to the IVS will be received.

2.) *Approval for 'Provisional' IVS Membership* - Once a viola society has been formed with a minimum of seven members, the IVS Officers discuss and vote on provisionally accepting the society as an IVS section. If accepted, a second approval vote is needed from the IVS Delegates (country sections).

3.) *Approval for 'Full' IVS Membership* - Once the viola society has been provisionally approved by both the IVS and the IVS Delegates and the new viola society has appointed or elected its officers, submitted a Constitution for approval to the IVS and paid its first annual dues, full IVS membership is confirmed.

### As a new IVS section

- 1.) The member, as an official IVS section can place a bid to host an International Viola Congress.
- 2.) The member society can participate along with all the other IVS sections regarding IVS matters.

If you require additional information, please feel free to contact: Jutta Puchhammer-Sédillot,  
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