



Constitution

November 2020

1. Name

The name of this organization is the International Association of Automation and Robotics in Construction (IAARC), and it was established in June 1991.

2. Purpose

- 2.1. The research, development, commercialization and application of **automation** (artificial intelligence, information technology, computer vision, etc.) and **robotics** (machines, human-robotic systems and augmentation, wearables, autonomous systems, etc.) in **construction** (design, prefabrication, modularization, supply chain, and site activities), renovation (adaptation, re-use, refurbishment, rehabilitation, maintenance, and recycling) and deconstruction (for circular economy) of the built environment, which is very important to the wellbeing of humanity;
- 2.2. The creation of an "automation and robotics in construction community" to facilitate and expedite the preceding developments;
- 2.3. The promotion of membership in that community to include researchers, manufacturers, service providers, and users;
- 2.4. The dissemination of information and the promotion of the key role of automation and robotics for improving the sustainability (environmental, economic, and social) of the developments, industry and community described above;
- 2.5. The award (via Board of Directors (BOD) voting), endorsement, quality control, and organizational support of the International Symposium on Automation and Robotics in Construction [ISARC]; and
- 2.6. The digital maintenance of freely accessible, archival research knowledge published in ISARC proceedings and on support of IAARC affiliated journals.

3. Main objectives

The Association will, in furtherance of its purpose, have the following main objectives:

- 3.1. To encourage, facilitate and promote the coordination of scientific and technical development in the area of automation and robotics in construction worldwide, through its membership, accumulated financial resources, and activities; and
- 3.2. To further support the activities set out in the purpose statement above.

4. Membership

The Association will operate as a scientific, technical and educational organization. Its membership shall be open to all persons and organizations who have an interest in carrying out its main objectives. Applications for membership shall be made to the Secretariat for consideration by the Board. The current IAARC Subscription Category Details are posted on www.IAARC.org. Members will pay the annual membership fees. Full members will have the voting rights provided for under 6 below. Additional charges may be payable for special services. Termination, fees and duties of membership are described in subsequent sections.

5. National groups

As the Association develops, the Board of Directors will consider the formation of national groups having the objectives set out in 3 above.

6. Voting rights

Only active full BOD members are eligible for voting by post, in person or by proxy. Votes are normally conducted for election of officers, award of ISARC organization to one of a competing group of organizers, membership for new members, constitutional changes, major disbursements of funds, and other actions that might substantially impact the welfare of the association.

7. Termination of membership

Voluntary termination of membership shall be disclosed in writing to the Secretariat.

8. Membership fees

The annual membership fees will be established periodically by the Board of Directors, and Membership will lapse if fees are not paid to the end of year.

9. Officers

The Officers shall be the President, past and coming President, vice-presidents, secretary; these and others as required shall be elected by the Board. Normally, the Officers constitute the IAARC Executive Committee. Officers are normally elected for a three-year term. Re-election is required for subsequent terms. The President will not serve for more than one consecutive term.

10. Board of directors (BOD)

Current members of the BOD are posted on www.IAARC.org.

- 10.1. The IAARC shall have a BOD consisting of a President, vice-presidents, Secretary, Treasurer, Past President and elected additional members, the number of whom from each country should be commensurate with that country's participation in IAARC and past ISARCs.
- 10.2. The president is normally elected from among the current vice-presidents to ensure the incoming president has awareness of IAARC practices, operations, and assets.
- 10.3. New BOD members shall be elected by electronic ballot amongst the membership at any time as managed by the Secretary, or they may be elected by a vote at a BOD meeting in which a quorum is present. BOD meetings may be online or in-person. Candidates standing for election shall secure the nomination of at least two active BOD members.
- 10.4. BOD membership has three categories: (1) honorary members (alive and deceased, as noted on the IAARC web site), who are elected based on IAARC longstanding service and essential contributions, (2) active members, who are not more than a year in arrears in dues payments and whose recent BOD meeting and ISARC attendance is acceptable according to current BOD standards; IAARC Officers are active members, assuming they meet the preceding criteria, and (3) consultative members, who are appointed based on past IAARC and ISARC contributions and whose input may be sought at times by the BOD and who will be kept informed of IAARC and ISARC activities as the Officers deem advantageous to IAARC; consultative members cannot vote.
- 10.5. The BOD may appoint such committees [including co-opted members] as it determines from time to time.

10.6. The members of the BOD may retain membership, if they meet the dues paying and activity requirements, until the election of successors, except in the case of resignation, death or expulsion.

11. General meetings

11.1. The Annual General Meeting shall be held at a place and time designated by the BOD. It can be held online. At least a four-week notice shall be given to the members.

11.2. Extraordinary General Meetings may be held at such time as the Executive Committee of the BOD determines.

12. Board of directors' meetings

12.1. The BOD shall meet at least annually. The meeting may take place at the International Symposium and online.

12.2. A Special Meeting of the Board can be called by not less than ten BOD members.

12.3. No motion shall be passed without a quorum, which is defined as greater than 50% attendance of the active members of the BOD.

13. Association year

The financial year shall be from the 1st of January of each year to the following 31st of December.

14. Financials

14.1. All money received by, or on behalf of, the Association shall forthwith be paid to the credit of the Association in an account of either a trading bank or a trusted host institution, as the BOD may from time to time determine.

14.2. All checks, withdrawals, transfers, or other such transactions drawn on such account or accounts shall be signed or approved via email by any two of the following: President or Vice President, Secretary Treasurer, or additional signatories as agreed by the BOD.

14.3. The Executive Committee of the BOD shall approve the annual financial statement of accounts and transactions before presentation at the Annual General Meeting or annually at a BOD meeting. The Secretary is responsible for producing the annual statement.

15. Audit

A financial audit may be required at any time with reasonable notice by a majority vote of the BOD and to be conducted at a fixed cost to be specified in the motion on which the vote is held. Such a vote requires a petition with at least ten signatories from the active membership of the BOD to move the motion on which the vote will be held.

16. Permanent secretariat

The Board shall establish a fixed Secretariat at a suitable and trustworthy organization in a country ruled by law, and this will provide a focal point for general communication. The Secretariat may be moved from time-to-time based on a vote of the BOD; it would normally follow the location of successive Secretaries.

17. Communication and publications

The Board will establish means for the Association to publicize its activities and communicate with its members. These may include electronic social media, a web site, a newsletter, regular and special publications, workshops, conferences and seminars, journals and such other activities as the Board may determine.

18. Amendments

The Constitution may be amended by a simple majority of the active members of the BOD. Proposals for amendments should be supported by at least five members and submitted in writing to the Secretariat at least sixty days before the Annual General Meeting, or a meeting of the BOD with a quorum, or by an online vote. In addition to those present at the Meeting, all active BOD members shall be informed of the proposed amendment(s) at least two weeks prior to any vote.

19. Dissolution

The Association shall not be dissolved except by a majority of two thirds of the Members present and entitled to vote at an Annual General Meeting or Special General Meeting called for the Purpose. After the payment of all debts, any assets remaining shall be distributed as the meeting shall determine to such other charitable organizations having similar aims and objectives, and if and insofar as the effect cannot be given to the provision, then to some charitable purposes.