



Association of Albanian Municipalities

**STATUTE
OF
ALBANIAN ASSOCIATION OF MUNICIPALITIES**

As amended on October 9, 2015

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Pursuant to Law No. 7850 dated on 29/07/1994 “The Civil Code of the Republic of Albania” of Law No. 8781 dated on 03/05/2001 “On Some Amendments to Law No. 7850 dated on 29/07/1994 “The Civil Code of the Republic of Albania”; and Law 8788 dated on 07/05/2001 “On Non-Profit Organizations”, it has been drafted the Statute of the “Albanian Association of Municipalities”.

PART ONE: GENERAL DISPOSITIONS

Article 1

The Albanian Association of Municipalities is a nonpolitical, nonreligious, nonprofit association. The Albanian association of Municipalities is a volunteer and independent union of Albanian municipalities.

Article 2

The name of the Association is “The Albanian Association of Municipalities”.

The association is a legal entity. The association has its seal and logo.

The logo of the association is composed of a breast plate horizontally traversed by a red and black band and, above the breast plate it is placed a crown in the form of castle battlements.

The seal of the association has all the abovementioned logo elements and in the background of the seal it is written “Albanian Association of Municipalities”.

The association has its bank account.

Article 3

The association is organized based on the territorial principle. It has the seat in str. “Skerdilajd Llagami”, Ndërtesa 3, Ap .8, Tirana and develops the activity in all the territory of the Republic of Albania.

Article 4

The Association exercises its activity in a unlimited period of time.

PART TWO: PURPOSES AND MEMBERSHIP

CHAPTER I

PURPOSES OF ASSOCIATION

Article 5

The Albanian Association of Municipalities performs its activity based on the Albanian legislation. The main purposes of the Albanian Association of Municipalities is to protect the common interests of Albanian municipalities aiming the achievement and development of the real democratization and decentralization of governance, in order to reach the



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European standards of local self-government according the European Charter of Local Autonomy.

Article 6

For achieving its goals, the Association performs the following activities:

- a. Protects the common interests of Albanian municipalities aiming the achievement and development of the real democratization and decentralization of governance, in order to reach the European standards of local self-government according the European Charter of Local Autonomy.
- b. Establishes direct relations with the Parliament of the Republic of Albania, the Government of the Republic of Albania for the protection of the local self-governments interests, becoming main actors in the compilation of decentralization policies for the local government.
- c. Represents the Albanian municipalities in relations with other Albanian and foreign organisms, in and out of the country.
- d. Enables the discussion of common problems in association's forums intending to find practical solutions and exchange different experiences among them.
- e. Facilitates the establishment of contacts between municipalities and their foreign partners as analogous associations, international institutions, aiming the exchange of information and development of common programs for cooperation.
- f. Provides different services for the municipalities, association members, offering trainings and possibilities of qualification for the authorities and local administration staff.
- g. Provides for discussion of common problems in the Association forums, with the aim of finding joint solutions, as well as exchange of best practices among municipalities.

Article 7

AAM realizes its purposes with democratic means and ways.

For the achievement of its goals the association cooperates with the Parliament of the Republic of Albania, the Government of the Republic of Albania, the Ministries and other governmental and non-governmental organisms and with international organisms operating in the field of local government.

Also, AAM follows other ways for the fulfillment of its purposes, which can be:

- a. Different informative and discussion activities with association members;
- b. Publication of the monthly "Journal of Municipalities";
- c. Performance of surveys for different common problems with association members;
- d. Awareness of the public opinion through the media, etc.

CHAPTER II

MEMBERSHIP OF THE ASSOCIATION



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Article 8

Members of the Albanian Association of Municipalities can be all the Albanian municipalities that accept its statute, try to meet its purposes and mission of the association and pay regularly the membership fee.

The Albanian municipalities are represented as members in the Steering bodies of the association through the Mayor and the Municipal Council Chairman with the condition that they are not criminated subjects.

Article 9

Members of the Association enjoy these rights:

- a. To be represented and elected in the Steering bodies of the Association according to the rules and procedures provided for by this Statute.
- b. To participate in all activities of the Association.
- c. To be regularly informed on the performance of the Association.
- d. To benefit from the services provided by the Association.

Article 10

Member of the association have these duties:

- a. To participate regularly in the association meetings and express freely its opinion for the progress of the activities, making suggestions for the compilation of the program of the activities and the improvement of the statute.
- b. To implement and propagate the statute, mission and purposes of the association, being directly involved in the fulfillment of its objectives.
- c. To pay regularly once in a year the annual membership fee from the independent budget of the municipality, approved by the Municipal Council in the beginning of each year when it is approved the budget division, according the conditions defined by the General Assembly.

Article 11

The membership in the association terminates:

- a. With the member's will;
- b. With his expulsion, when the member brakes the statute and acts contrary to the objectives and purposes of the association. The expulsion is made by the General Assembly with 50% + 1 of the votes when at least 2/3 of the members of the Assembly are present.

PART THREE: STEERING ORGANS OF THE ASSOCIATION

CHAPTER III

GENERAL ASSEMBLY

Article 12



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The General Assembly is the highest organ of the association. The Assembly can be called once in a year or when it is required by 1/5 of the members. The mayors and municipal council members participate in the General Assembly having the equal right to vote.

The decisions are taken with the majority of votes of the present members of the meeting. When there will be discussions on statute changes or the expulsion of a member, at least 2/3 of the members have to be present at the meeting and it is needed the majority of votes.

All the ex-mayors of municipalities and ex-municipal council's chairmen participate in the General Assembly with no right to vote.

The convocation of the General Assembly is made known to the members with special means or sources at least 30 days before holding the Assembly by the Steering Committee, which approves beforehand the materials that will be discussed in the General Assembly.

Article 13

The General Assembly has these competencies:

- a. Elects the Chairmanship of the association which is composed of the Chairman and two vice Chairmen;
- b. Elects the members of the Steering Committee of the Association;
- c. Elects the members of the Audit Committee;
- d. Approves the financial sources of the Association;
- e. Debates and approves changes of the association's statute;
- f. Decides of the expulsion of a member according to the conditions defined in this statute;
- g. Decides for the dissolution of the association;
- h. Defines the membership fee.

CHAPTER IV

STEERING COMMITTEE

Article 14

The Steering Committee leads the association's activity during the period between two General Assemblies. The Steering Committee is composed of the 15 members, that are Mayors with a geographical representation.

Article 15

The Steering Committee has these competencies:

- a. Approves the Annual Report of the Association;
- b. Formulates the association policies;
- c. Approves the annual budget for activities;
- d. Represents the association through the Chairmanship in the relations with Albanian authorities or foreign partners.
- e. Organizes and monitors the work for the fulfillment of duties defined by the General Assembly;



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- f. Decides, announces and prepares the meeting of the General Assembly;
- g. Decides for the acceptance of new members;
- h. Nominates the Director of the Association
- i. Nominates the General Secretary;
- j. Appoints other members, as in article 11, paragraph 3.

CHAPTER V

CHAIRMANSHIP OF THE ASSOCIATION

Article 16

The Chairmanship of the association is composed of the Chair of the Association and two vice Chairs. Criteria of selection of the Chairmanship members are defined according section three of Article 11 of this Statute.

The Chairmanship of the association leads the General Assembly.

When deemed necessary, the Chairmanship elects representatives of the Association in relations with Albanian or international authorities. Rules of article 14, third paragraph apply.

CHAPTER VI

CHAIRMAN

Article 17

The association's chairman has these tasks:

- a. Leads the meetings of the Steering Committee;
- b. Represents the association in relations with Albanian authorities and foreign partners;
- c. Leads the General Assembly until the new chairmanship is elected;
- d. The chairman of the association together with the chairmanship compiles the annual activity report of the association.

CHAPTER VII

VICE-CHAIRMEN

Article 18

The vice-chairmen of the association, in absence of the Chairman, lead the meetings of the Steering Committee.

The vice-chairmen, with authorization of the Chairman, represent the association in relations with Albanian authorities and foreign partners.

CHAPTER VIII



PERMANENT COMMITTEES

Article 17

The Permanent Committees are composed of municipalities' representatives, specialists of respective areas.

The Permanent Committees gather once in two months.

These Committees screen and suggest solutions for issues according the following fields:

- The Committee of the Economy and Local Development;
- The Committee of the Infrastructure and Urban development;
- The Committee of Social Affairs and Education;
- The Committee of the Legal and Administrative Issues;
- The Committee of the Local Finances;
- The Committee of Agriculture and Land Use;
- The Committee of Administrative Units.

CHAPTER IX

THE COMMISSION OF THE AUDITORS

Article 20

Three persons compile the Commission of the auditors. They are members of the association and expert in auditing. This commission checks the financial activity of the association, the situation of the cash balance, the membership fees, and other donations.

The Commission exercise auditing once a year in the period that coincides with a month before the General Assembly.

The Commission of the Auditors has the right to do more than one auditing in a year, with request of the Steering Committee.

The Commission of the Auditors informs one a year the Steering Committee concerning the expenditure of financial means.

PART FOUR: THE ADMINISTRATIVE STAFF OF THE ASSOCIATION

CHAPTER X

EXECUTIVE DIRECTOR

Article 21

The Executive Director has these tasks:



- a. Leads the activities for the fulfillment of daily tasks of the association;
- b. Prepares the activity plan of the association together with the respective budget and submit it for approval to the Steering Committee.
- c. Reports in the Permanent Committees of the Association for the performed activities;
- d. It is responsible for the administrative actions of the association;
- e. It is responsible for the recruitment of staff members after the approval of the Steering Committee;
- f. Prepares and attends meeting of the Steering Committee and Permanent Committees.

CHAPTER XI

THE EXECUTIVE STAFF

Article 22

The compilation and the number of staff is defined with the decision of the Steering Committee. The staff work full time and execute the decisions of the Steering forums of the association.

CHAPTER XII

THE FINANCIER

Article 23

The Financier of the association is nominated by the Executive Director and is responsible to keep the cashbook, to put in the evidence the membership fee and other financial resources of the association according to this statute. He is responsible for the financial activities and other expenses done for the realization of activities.

CHAPTER XIII

THE GENERAL SECRETARY

Article 24

The General Secretary prepares and follows the meetings of the General Assembly, and in collaboration with the Executive Director proposes the daily agenda of the assembly. Also he keeps the minutes of the above-mentioned meeting, and writes down the decisions taken from the General Assembly.

PART FIVE: THE MEANS OF THE ASSOCIATION

Article 22



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The association finds the means to accomplish its purposes through membership fee from the municipal budget, approved from the Municipality Council each beginning of the year, when it is approved the division of the budget in the Council, according the conditions defined by the General Assembly.

Other resources are donations of each citizen that like to contribute in the purposes of the association. Also other resources might be material and financial donations and donations from domestic and foreign several association and organizations, different donations and incomes from services offered from association.

The means of the Association shall be used for the sole purpose of the activities set forth in this Statute. No form of profit distribution is allowed, except for obligations as salaries and other compensation from the employment contracts, or other similar contracts, or for covering expenses for services requested from the Association.

The Association has the right to engage in economic activities aiming at achieving the purposes set forth in this Statute. If such activities bring incomes to the Association, such incomes shall be used only for the purposes of this statute.

PART SIX: TERMINATION OF THE ASSOCIATION

Article 26

The association terminates:

- a. With the decision of the General Assembly, gathered on purpose;
- b. When the purpose of the association is reached or there is no chance to be reached;
- c. With the decision of the respective court when the association acts not in conformity with the purposes defined in the statute or when the association has started to perform illegal activities.

Article 27

The Decision of the General Assembly on the termination is reached with 2/3 of the votes in the presence of all its members.

Article 28

Amendments to the foundation act and the statute are done by the General Assembly. Such decisions require a simple majority of votes and the presence of 2/3 of the members.

These decisions are submitted to court within 6 months of their approval.

Article 29



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The Association has the right to transform, merge or separate with decision of the General Assembly. This decision is reached with a simple majority of votes and the presence of 2/3 of the members

These decisions are submitted to court within 30 days of their approval.



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Article 30

After the decision for the termination of the Association, the steering Committee appoints a liquidator from the Court's List.

The steering committee approves the final report of the liquidator and asks the Court to unregister the Association.

Article 31

This statute enters into force on the day of registration of the Association to the Tirana District Court.