

## INTERNATIONAL LEPROSY ASSOCIATION

The Secretary-Treasurer has circulated a revised edition of the Constitution and Bye-laws of the Association embodying amendments approved at General Meetings of the Association in Tokyo and Rio de Janeiro, as recorded in *THE JOURNAL* **26** (1958) 414 and **31** (1963) 470. The revised edition is as follows:

### CONSTITUTION AND BYE-LAWS<sup>1</sup>

#### CONSTITUTION

1. *Name*.—The name and title of this organization shall be THE INTERNATIONAL LEPROSY ASSOCIATION, with its French equivalent, SOCIÉTÉ INTERNATIONALE DE LA LÈPRE.

2. *Purposes*.—The purposes of the Association shall be to encourage and facilitate mutual acquaintance and collaboration between persons of all nationalities concerned in leprosy work, and the co-ordination of their efforts; to facilitate the dissemination of knowledge of leprosy and its control; to aid in any other practicable manner the anti-leprosy campaign throughout the world; and to this end to publish a scientific journal of leprosy. It shall co-operate with any other institution or organization dealing with leprosy work.

3. *Memberships*.—There shall be three categories of memberships, namely, regular, associate and sustaining. *Regular membership* shall be limited to persons with recognized medical degrees and those with other scientific qualifications who are, or have been, actively connected with leprosy work, and, in exceptional cases, others who have rendered signal service to the Association. *Associate membership* shall be open to all other persons who are or have been connected with any phase of leprosy work or who are especially interested therein. Only regular members shall be eligible to vote in the affairs of the Association or to hold any office therein. *Sustaining membership* is a special class consisting of individuals, philanthropic and other organizations, including commercial, approved by the Council, who desire to contribute annually a minimum of US \$25 or its equivalent for the support of the Association.

4. *Officers and Council*.—(a) The general officers of the Association shall be a President, a Secretary-Treasurer, and three Vice-Presidents, one from each major geographic division of the world (Europe-Africa, Asia, and the Americas). The Council shall consist of these officers, and fourteen elective members, selected to provide proportional geographic representation. The Editor of the *Journal* shall also be a member of the Council *ex officio*. The term of office shall be five years, provided that should a Congress of the Association be held be-

<sup>1</sup>Received for publication August 24, 1964.

fore the expiration of this term, an election shall be held at such a Congress. Newly elected officers of the Association shall assume office after the termination of the sessions and functions of the congress or Association meeting at which they were elected; and until that time they shall be known and recognized as Officers Elect.

(b) The President and Vice-Presidents shall not hold office continuously for more than one term, except by a two-thirds majority vote.

5. *Offices.*—The location of the official headquarters of the Association shall be determined by the Council.

6. *Meetings.*—It shall be a purpose of the Association to hold general meetings or congresses at such intervals and under such conditions as may be determined by the Council.

7. *Publications.*—The Association shall, as one of its principal activities, provide for the publication of a scientific periodical devoted to leprosy, and this shall be the official organ of the Association; and the Association may, as found desirable and practicable, issue other publications.

8. *Affiliations.*—The Association shall encourage affiliations with it on the part of medical and welfare organizations especially concerned with leprosy and its problems, subject to approval of the Council. Fees to be paid by affiliates shall be determined by the Council. The Association itself may enter into relationships with other international bodies, also subject to approval of the Council, when by doing so it can render service or gain tangible advantage.

9. *Funds and Expenses.*—(a) Funds for the expenses of the Association, other than for meetings, shall be obtained from membership dues, subscriptions to and sales of its publications, and by donations and subsidies. Funds for expenses of meetings shall be raised especially through donations or otherwise by, or with the approval of, the Council.

(b) Expenditures from the funds of the Association shall be by appropriation by the Council.

10. *Seal.*—The Association shall have a common seal, with power to break, change or renew the same at pleasure.

11. *Referendum.*—Questions of importance to the Association which cannot be deferred until the next general meeting, but not including amendments of this constitution, may be acted upon by postal referendum. Any such question, submitted by any member to the Secretary-Treasurer, shall be referred by him to the Council members by mail for consideration regarding the matter and its immediacy. If approved for immediate action by a majority of the Council members responding within a reasonable period of time, the matter shall be presented to the members of the Association, by publication in the *International Journal of Leprosy*, for postal votation. A majority of those responding shall decide the issue.

12. *Amendments*.—Any proposal to amend this constitution shall be decided at a general meeting of the Association. Such proposals should be presented to the Secretary-Treasurer prior to or during a congress or Association meeting in time to be considered by the Council members present, and then communicated to the Association members present, together with the opinion of the Council group, at least twenty-four hours before the general meeting.

#### BYE-LAWS

1. *Membership*.—(a) Applicants for membership shall direct to the Secretary-Treasurer, (1) a written application for membership, in which shall be given such personal data, including a statement of the applicants' connection with leprosy work, as is provided for by the official application form; and (2) the annual dues. Applicants for regular membership by persons with scientific qualification other than medical, shall also submit (3) a letter of recommendation by a member of the Council. The Secretary-Treasurer shall enter said applicant on the roster of the Association, in the absence of any adequate reason for not doing so, and issue him a membership card.

(b) Applications for *Associate* membership shall be accepted without formality, and the applicant issued an official membership card.

(c) In case an applicant for regular membership be found not eligible therefor, but eligible for associate membership, whether before or after a member's card has been issued him, he shall be so notified and invited to accept such associate membership, and in case of refusal his remittance shall be returned and his name shall be dropped from the list.

(d) An associate member shall be changed in status to regular membership upon request accompanied by satisfactory evidence of eligibility.

(e) All members whose dues are paid for the current year shall receive the *International Journal of Leprosy*, and shall be issued a current member's card.

(f) Any member who fails, in any year, to pay his annual dues previous to the publication of the first issue of the *Journal* for that year shall be considered not in good standing and shall be removed from the mailing list of the *Journal* until payment is made, and shall be notified of such action. Upon receipt of payment he shall receive a copy of each issue so withheld if copies are available.

(g) When any member remains delinquent for a full year, he shall be dropped from membership. Any person who has thus forfeited membership shall be reinstated, without payment of back dues, upon request for reinstatement and the payment of dues for the current year.

2. *Election of Officers*.—Elective Officers and Councillors of the Association shall be elected by a majority of the votes cast by regular

members attending a meeting of the Association *provided* that such meeting shall be held within less than one year of the expiration of the period for which the officers in office were elected. In case a meeting is not to be held within such period the Secretary of the Association shall, not less than six months before the expiration of the existing term, circularize the Council for nominations, and then publish these nominations in the *Journal*; other members may then suggest other nominations. If necessary, a postal vote of all members will be organized by the Council.

3. *Duties of Officers.*—(a) The President shall fulfill such duties as custom, parliamentary practice and existing conditions require.

(b) The Vice-Presidents shall aid the President in the performance of his duties as may be required, and in case of his death, resignation, or removal from office, the Council shall select from among them a successor to complete his term.

(c) The Secretary-Treasurer shall be the custodian of all records and documents belonging to the Association, shall carry on its official correspondence, and shall keep an accurate register of the membership. (He shall, in all ways within his power, further the work and usefulness of the Association.) He shall demand and receive all funds due to the Association, shall receive all subsidies, donations and bequests made to it, shall deposit all funds received in an accredited bank in the name of the Association, shall disburse such funds on proper authorization of the Council attested by the President, and shall submit to the Council a properly audited account at the end of each year or otherwise as required by the said Council.

(d) In cases of temporary vacancy of any office, due to absence of the incumbent or other condition preventing him from fulfilling the functions of his office, the said office shall be filled temporarily by designation by the President.

(e) In case of the death, resignation or removal from office of an officer or other member of the Council, the said Council shall select a successor to serve until the next election.

4. *Council and Committees.*—(a) The Officers and Council shall be responsible for the management of the affairs of the Association.

(b) In any meeting of the Council, three shall constitute a quorum provided that one shall be an officer. In any action by said Council that may be taken by mail, a decision shall be a majority of replies received.

(c) The Council shall be empowered to create other committees, permanent or temporary, as may be found necessary or expedient.

5. *Meetings.*—(a) In organizing a Congress of the Association the Council shall serve as the Executive Committee of that meeting and may for that purpose add to its memberships and form such special committees with members from outside that group as it may deem expedient.

(b) Any member of the Association in good standing may register at and participate in any meeting of the Association, but only regular members shall be entitled to vote. Any Society affiliated with the Association may certify a delegate to any general meeting of the Association to serve as a member of the Executive Committee of that meeting.

(c) Non-member guests may be invited by the Executive Committee of a meeting to attend such meeting and to present papers and participate in discussions, but not to vote.

(d) A general Congress convened by the Association shall be presided over by the President or one of the Vice-Presidents of the Association. For a Congress convened and supported by another entity, such as a government, with the Association co-operating, the presiding officer may be chosen locally. At such meetings shall be heard such addresses, scientific papers and discussions as may be arranged for in the program. The last session, or a part thereof, of a Congress shall be a business meeting to receive and act on reports, resolutions, memorials, and such other matters as may be referred to it by the Council. In the event of such a Congress held under joint sponsorship, provision shall be made for a general meeting of the Association.

(e) All addresses and scientific papers read before a meeting of the Association as such shall be the property of the Association, and shall be forwarded by the Secretary concerned to the *Journal* of the Association to be considered for publication. If, however, notice has not been received by the authors within three months from the date of receipt by the Editor that the papers have been accepted and will appear in the *Journal* in the near future, the authors will be permitted to withdraw them and offer them for publication elsewhere.

6. *Congress Council*.—(a) The Council of the Association, supplemented as hereinafter prescribed to form the Council of the Congress, shall meet immediately before the opening of a Congress of the Association to consider matters that may be brought before it, and may meet again from time to time during the Congress as may be required. The Council shall, for such purposes, be supplemented by one delegate chosen by and from among the members of each country represented at the meeting which is not represented thereat by a member of the said Council, *provided* that, lacking such choice, such supplementary representatives shall be selected by the said Council.

(b) The Council of the Congress shall receive and consider all reports of officers and all resolutions and memorials prior to their submission to the business session of the Congress.

7. *Periodical*.—(a) The name of the periodical of the Association shall be *The International Journal of Leprosy*.

(b) In the said periodical there shall appear original articles, selected reprinted articles, abstracts, and other material at the discretion of the Editor, and it shall be issued regularly at intervals to be de-

terminated by the Council, but not less often than once in three months.

(c) In immediate editorial control of the *Journal* there shall be an Editor, to be chosen by the Council and continued in office at its discretion, who shall be assisted by a group of Associate Editors, which shall include the Secretary-Treasurer of the Association and such others as may be chosen by the Council; and these shall constitute an Editorial Board. The Editorial Board shall be assisted by a group of Contributing Editors chosen by the said Board, which shall endeavor to include at least one person from each country which is represented in the membership of the Association. The Council may, at its discretion, appoint one or more Assistant Editors, and in case of necessity may appoint one of the Associate Editors to serve as Acting Editor.

(d) The Editors shall examine for suitability all manuscripts submitted to them, whether of original articles, reviews, abstracts, news notes or other materials, and shall exercise discretion in acceptance to the end that proper standards of quality shall be maintained. They shall select for reprinting articles appearing elsewhere which in their opinion are of sufficient merit.

(e) The languages of the periodical shall be English, French and Spanish. The Editor shall arrange for translating into one of these languages all materials in other languages that are to be published.

9. *Dues*.—The dues of all members, whether regular or associate, shall be ten dollars (U. S.) or the equivalent thereof per annum, and each paid-up member shall be entitled to a subscription to the *Journal*. Any regular member of the Association may become a life member on payment of a single sum of \$100 (U. S.) or the equivalent.

10. *Amendments*.—These bye-laws may be amended at a congress or other meeting of the Association by the procedure specified for amendments of the constitution, a majority vote being decisive. Amendments may be made during intervals between such meetings by referendum. Any such proposal shall be submitted to the Secretary-Treasurer and referred by him to the members of the Council by mail, after which the proposal together with the opinion or opinions of the Council members responding shall be published in the *International Journal of Leprosy* for votation by the members at large. The issue shall be decided by a majority of those responding.

As revised 1932, 1935, 1948, 1953, 1958 and 1963.

J. R. INNES

*Secretary-Treasurer*

#### ACTIONS SINCE THE RIO DE JANEIRO MEETING

The Secretary-Treasurer of the International Leprosy Association reported the following actions since the meeting in Rio de Janeiro in September 1963 (see *THE JOURNAL* **32** (1963) 457-472).

A meeting of Officers and Councillors was held in London 26 Novem-

ber 1963. Attending were Vice-President Dr. R. G. Cochrane, Secretary-Treasurer, Dr. J. Ross Innes, and Councillors Drs. T. F. Davey, R. J. W. Rees, N. D. Fraser and K. R. Chatterjee. ILA members Drs. W. H. Jopling and D. S. Ridley were present by invitation. Arrangements for the next International Congress of Leprology, to be held in London, were discussed, and plans were approved for approaches to government and other financial sources for the funds necessary to operate the Congress.

Exceptions had been noted by members present to certain paragraphs in the minutes of the sixth General Meeting. The Secretary-Treasurer pointed out that some confusion existed at the meeting and that because of lack of time the normal statutory preliminary meeting of the Council to consider agenda for the general meeting had to be omitted. Uncertainty was expressed as to the item covering the number of Councillors. The Secretary-Treasurer proposed that Dr. Wardekar and Dr. Fraser both be welcomed as members of the Council of the ILA for the next five years and that essential matters in this connection be reviewed at the General Meeting of the next Congress. It was then proposed that Dr. Fraser be retained as Councillor and that the election of Dr. Wardekar be confirmed. These proposals were approved unanimously by the Councillors present.

Dr. Cochrane reported on his conference in the United States with the newly appointed Editor of the *International Journal of Leprosy*, and on the Editor's expressed hope for bringing THE JOURNAL back on its normal schedule. In this connection the Chairman raised the question of payment of ILA memberships to headquarters in London, and recommended that the Secretary-Treasurer send a notice to the Editor pointing out that ILA memberships should be paid directly to the Secretary-Treasurer in London [*Editor's note: Action of the ILA in this respect was noted in THE JOURNAL in the minutes of the Sixth General Meeting held in Rio de Janeiro 20 September 1963 (32 (1963) 471-472). This issue of THE JOURNAL had not yet appeared at the time of the meeting in London on 26 November 1963.*]

Following these considerations there was discussion of papers for publication in THE JOURNAL, and the Secretary-Treasurer was asked to keep in touch with the Editor in this respect.

A second meeting of Officers and Councillors was held in London on 14 January 1964. Attending were Vice-President R. G. Cochrane, Secretary-Treasurer J. R. Innes, and Councillors R. J. W. Rees and N. D. Fraser. Dr. D. S. Ridley was present by invitation. The question of financing the forthcoming International Congress of Leprology in London was again discussed. Approaches to various organizations with respect to funds were reported, and other sources of funds were suggested by the Councillors present.

The Secretary-Treasurer has also reported with respect to mail vote on a number of matters. He had been asked by the President, under date of 13 March 1964, to obtain the opinion of Council members in the matter of a quorum for meetings of the Council. Mail vote by Council members, communicated to the Editor of *THE JOURNAL* on 12 October 1964, following circularization of officers and Councillors by the Secretary-Treasurer, resulted in a wide scattering of votes (7 votes for 5 members, 2 votes for 6, 4 votes for 7, and 2 votes for 8. There was 1 vote for "7 or at least 5." Thus a plurality of votes was cast for a quorum of 5 members. All members voting stipulated that in any case one of those present should be an officer of the Association.

On 15 August 1964, at the request of the President, Dr. J. M. M. Fernández, the Secretary-Treasurer sent a circular letter to Officers and Councillors with regard to a Finance Committee for *THE JOURNAL*. This action was based upon a decision of the President made at an informal meeting of Council Members held in London 23 June 1964 (see below). At that time Dr. Fernández named the following members of the ILA Council to serve on a Finance Committee for *THE JOURNAL*: C. H. Binford, Chairman, S. G. Browne, J. Convit, R. J. W. Rees, and the President and Secretary-Treasurer of the ILA as members *ex officio*. Dr. Fernández stated: "The Finance Committee will: 1. Have the administrative responsibility for the operation of the IJL, which will include: (a) The clarification of the business relationship between the ILA and the Leonard Wood Memorial. (b) Approval of the annual budget of the IJL. 2. Have the responsibility for the planning and the implementation of plans to: (a) Meet current deficit of the IJL. (b) Insure stable future financing for the IJL. In operation, the Committee will be empowered to solicit the aid of special advisers as may be necessary. It is requested that the Finance Committee submit to the ILA an annual report."

The Secretary-Treasurer reported approval of the Finance Committee by Officers and Councillors in response to his communication of 15 August 1964.

On 12 November 1964 the Secretary-Treasurer sent a circular letter to Officers and Councillors of the ILA requesting approval of the appointment of Dr. Robert G. Cochrane as Acting President until such time as Dr. Fernández is able to resume his duties. On 18 December, in a circular letter to Officers and Councillors, the Secretary-Treasurer reported essentially unanimous approval of the appointment of Dr. Cochrane, noting that he had sent his congratulations to Dr. Cochrane and requested him to assume office at once. He called attention to Dr. Cochrane's long association with the ILA and to his recent receipt of the Damien-Dutton Award.

On behalf of the Officers and Councillors of the ILA the Secretary-

Treasurer sent a message to Dr. and Mrs. Fernández expressing sympathy in his illness and good wishes for his recovery.

#### INFORMAL MEETING OF COUNCIL MEMBERS IN LONDON

23 JUNE 1964

While visiting London in the course of a visit to Europe in connection with scientific meetings, the President, Dr. J. M. M. Fernández, requested an informal gathering of Council members present in the city at that time to discuss various matters related to the International Leprosy Association and *International Journal of Leprosy*. Among other matters, at the request of the Editor of THE JOURNAL, Dr. Fernández raised the question of Associate Editors. The Secretary-Treasurer reported that Dr. Dharmendra has assumed his position as an Associate Editor, and that, at the request of the President, he had communicated, as Secretary-Treasurer, with Dr. Muir and Dr. Chaussinand with regard to their wishes in this respect. Dr. Muir indicated that he wished to retire from his position, and Dr. Chaussinand replied that he wishes to continue. Suggestions for new Associate Editors were made, on which official action will be taken later.

The financial situation of the IJL was discussed at length. It was noted that the activities of the Finance Committee appointed at Tokyo had ceased with the death of Dr. J. A. Doull. The President proposed the appointment of a new committee and indicated its composition and duties. (See above under actions of Officers and Councillors by mail.)

#### RESIGNATION OF J. R. INNES AS SECRETARY-TREASURER OF ILA

The *International Journal of Leprosy* records with regret that on the advice of his physician, and because of excessive work in connection with his various responsibilities, Dr. J. Ross Innes has sent his resignation as Secretary-Treasurer to the President of the ILA, Dr. J. M. M. Fernández, to take effect in 1965 on appointment of his successor. Dr. Innes succeeded Dr. E. Muir as Secretary-Treasurer in 1958.

#### STATEMENT OF RECEIPTS AND PAYMENTS, LONDON OFFICE\*

1 July 1963 - 30 June 1964

##### RECEIPTS

			£	s	d	US \$
Balance at 1 July 1963 (including £215 earmarked for VIIIth Congress expenses)			652	0	6	1,819
Subscriptions:						
Members (dues)	507	12	5			
Non-members	49	12	2	557	4	7
						1,555
Subscriptions from Affiliated Societies			7	0	0	19
Subscriptions from Sustaining Members			188	8	5	526
Donations for VIIIth Congress expenses			1,028	6	0	2,869
Sundries			1	2	2	3
			2,434	1	8	6,791

## PAYMENTS

Sums transferred to U.S.A. (for <i>Journal</i> )	600	0	0	1,674**
CIOMS membership fee	35	14	6	100
VIIIth Congress—Secretariat expenses	1,243	6	0	3,468
Office expenses:				
Postage and printing	37	5	1	
Sundries	13	2	3	
Auditor's fee	10	10	0	
Balance on 30 June 1964	494	0	10	1,379
	2,434	1	8	6,791

Certified by C. Bone, Esq., F.A.C.C.A., London, 21 August 1964

STATEMENT OF INCOME AND EXPENDITURES,  
WASHINGTON, D. C., OFFICE\*\*\*

1 July 1963 - 30 June 1964

## INCOME

Collected (including transfer from London)		
Memberships	\$2,563.37	
Non-memberships	5,024.76	
Sustaining Members	710.00	
Miscellaneous	658.78	\$8,956.91**

## EXPENDITURES

Disbursed for:		
Supplies—program and printing		\$15,616.72
Communications		548.42
Office expense	314.57	
Miscellaneous	187.27	
Office rent	330.0	831.84
Salaries	4,270.62	
Employees' retirement fund	170.04	
Social security	53.67	
Employees' insurance	10.42	4,504.75
		21,201.73
Excess of expenses disbursed over income collected		\$12,544.82

—J. ROSS INNES  
Secretary-Treasurer  
International Leprosy Association

\*No salaries or rent are charged for the London office.

\*\*For item "sums transferred to U.S.A. for *The Journal*": Actually a portion of this, which had cleared the London office during the 1963-64 fiscal year, cleared the Washington office after July 1, 1964, and therefore will appear under the item "income collected" in the 1964-65 statement from the Washington office (delta derrom, Business Manager).

\*\*\*Extracted from the financial statements of the Leonard Wood Memorial for the Eradication of Leprosy (American Leprosy Foundation) for the year ended June 30, 1964, by Price Waterhouse and Co., New York, December 31, 1964.