

## ***Articles of Association for the International Sami Film Institute***

### **§ 1 Objectives**

The International Sami Film Institute (Internasjonalt Samisk Filminstitutt AS - ISF) works to support and develop film production in the field of moving images for the Sami languages and Sami culture. The institute also works to inform and enlighten the public about moving images as a form of artistic expression. The institute shall carry out other activities related to such work.

The International Sami Film Institute shall also evaluate production conditions where Sami film production is concerned and establish measures to improve such conditions. The institute also aims to enhance professional competence in the field of moving images and shall work to promote films made and produced by indigenous peoples and cooperate with film environments around the world among indigenous peoples.

The International Sami Film Institute will also work to support and promote Sami film production and the Sami film industry in Norway, Sweden, Finland and Russia.

The International Sami Film Institute shall work to establish, administrate and manage the Filbmagiisá Film Fund. This fund is dedicated to developing and financing film projects and productions in the Sami languages and Sami culture, as well as developing moving images as a cultural product and as cultural value in itself.

The institute is a non-profit organization. Its owners are not entitled to dividends or shares, or profits from liquidation.

## **§ 2 Our offices**

The institute has its business office in the Municipality of Kautokeino / Guovdageaidnu.

## **§ 3 Share capital**

Share capital amounted to NOK 190 000 divided into 190 shares, valued at NOK 1000 each. The shares are owned by the Municipality of Kautokeino, Goahtebeallji KF and the Sami parliament (Sametinget).

## **§ 4 The governing body**

The institute shall have a governing body of 5 board members. The board is appointed during the annual general meeting based on the following rules:

1.

A) The government is represented by the Sami Parliament, which sets forth the recommendation for chairperson of the board, with a personal deputy member.

B) The County Municipality of Finnmark shall propose 1 representative, with a personal deputy member.

B) The Municipality of Guovdageaidnu shall propose 1 representative, with a personal deputy member.

B) The Sami Film Association shall propose 1 representative, with a personal deputy member.

B) The Sami Film Festival Foundation shall propose 1 representative, with a personal deputy member.

2.

The term of office for any board member is 4 years, with the exception of representatives (D) and (E) who are appointed for 2 years. Board members (A), (B) and (C) can be appointed to a second term but not a third, while board members (D) and (E) can be appointed to a second and third term, but not a fourth. The board forms a quorum if 3 or more members are present at a vote as long as one of the voting member present was selected according to § 4.1(A) above.

3.

The director of the International Sami Film Center shall function as the secretary of the board.

## **§ 5 The board's activities**

The board is responsible for the institute's activities. It shall ensure that the institute's objectives are attended to in accordance with the budget established for operations.

The board shall prepare a budget for the coming year in accordance with guidelines and deadlines established by the Sami Parliament, the County Municipality of Finnmark and the Municipality of Kautokeino.

The board shall appoint the director of the International Sami Film Institute and its staff members, and shall establish guidelines for the institute's leading positions. The board shall determine wages and working conditions for all employees.

The chairperson and the director of the film center shall carry out any per procurationem signing for the institute.

## **§ 6 Daily management**

The director shall attend to running the institute within the budget framework and according to the board's instructions and guidelines.

The director shall ensure that the institute's bookkeeping is in compliance with laws and regulations and that any profits or assets are attended to in a correct and ethical manner.

The director shall be employed in a permanent position by the International Sami Film Institute.

## **§ 7 Guidelines for handling grants/loans for film production**

The International Sami Film Institute shall channel production funds in its disposition to productions/film projects in areas of fiction, documentary and animation in the Sami language and Sami culture, within the institute's geography area of influence.

Grants are distributed according to specific guidelines as indicated by their owner.

The applicant may appeal any administrative decision involving funds/grants for short films from ISF AS according to the Public Administration Act. The appellate body for such appeals is the Ministry of Cultural Affairs.

The funds will go to the development of film ideas and manuscripts for full-length films, to develop and produce short films or documentary films and to develop films in new media genre.

## **§ 8 Financial year / Summons to the general meeting**

The institute's financial year for accounting purposes shall follow the calendar year. The institute's annual general meeting shall be held within six months of the end of the previous financial year. The summons to the general meeting shall be sent to board members at least 1 month before the meeting shall take place.

## **§ 9 The general meeting**

The following matters shall be discussed and decided on at every annual general meeting:

1.
  - A) Review and discuss the board's annual report.
  - B) Accept and review the institute's income statement and balance sheet.
  - C) Allocate surplus earnings or cover any deficits based on the balance sheet.
2.

Appoint 5 board members, including their deputies, according to § 4 of the Articles of Association, as well as selecting the chairperson.
3. Choose or approve the institute's auditor.
4. Discuss other matters listed on the summons sent to board members prior to the meeting.

## **§ 10 Liquidation**

In the event of liquidation, the institute's net wealth and assets shall be distributed among shareholders in relation to share capital and face value of each share.

## **§ 11 Audits and controls**

The chairperson shall send the annual report, annual accounts, auditor's report and an extract of the general meeting protocol to the Ministry of Cultural Affairs, the Sami Parliament, the County Municipality of Finnmark and the Municipality of Kautokeino by the 1<sup>st</sup> of May the following year.

The auditor shall have the right to notify government agencies named above about any information he deems fit at any given time without regard for the duty of confidentiality.

## **§ 12 Amendments to the Articles of Association**

Changes to the Articles of Association are voted on at the general meeting based on proposals submitted by board members. The board's proposals for amendments must be presented to the Ministry of Cultural Affairs for its opinion prior to the vote.

## **§ 13 Managing economic matters**

Loans and other financial dispositions will require consent from the Ministry.

## **§ 14 The Norwegian Companies Act**

If not otherwise stated in the Articles, the provisions of the Norwegian Companies Act shall apply.