

## **Statutes of the “Latvian Lactation Consultant Association” (LLCA)**

### **1. Name of the Association**

- 1.1. The name of the Association is “Latvian Lactation Consultant Association” (LLCA) - “Latvijas Zīdīšanas veicināšanas konsultantu asociācija” (LZVKA)

### **2. Targets of the Association**

- 2.1. The target of the Association is to improve public health in Latvia increasing the number of breastfed children;
- 2.2. To achieve this target the Association shall:
  - 2.2.1. raise awareness of families, society, professionals and industry policy-makers about the role of breastfeeding support and protection;
  - 2.2.2. cooperate with state and municipal health care entities, non-governmental organizations, family health and breastfeeding professionals;
  - 2.2.3. cooperate with other similar organizations in Latvia and abroad in order to exchange experience, raise qualification of specialists, to promote, support and protect breastfeeding, join the work of international professional organizations;
  - 2.2.4. provide information and recommendations to legislative and executive bodies of Republic of Latvia as well as to non-governmental organizations;
  - 2.2.5. promote cooperation of different fields professionals to achieve common targets and perform common tasks;
  - 2.2.6. prepare, translate, publish informative and educational materials, create and support internet sources;
  - 2.2.7. participate in development and fulfillment of various public health programs;
  - 2.2.8. promote, organize and lead researches in the fields of breastfeeding promotion, support and protection, as well as in quality of milk substitutes, their trade and advertising;
  - 2.2.9. educate breastfeeding consultants and provide informational support to them;
  - 2.2.10. consult and support parents in the field of breastfeeding, child care and parenting, educate young and future mothers;
  - 2.2.11. provide psychological group support to young and future mothers, cooperate with other mothers' support groups and similar organizations;
  - 2.2.12. care for professional education of its members, organize and carry out projects of additional education, conferences, seminars and other educational activities;
  - 2.2.13. organize legislative protection of its members as well as realize responsibility for lack of professional competency.

### **3. Terms of activity**

- 3.1. The Association is established for unlimited period of time

#### **4. Membership of the Association**

- 4.1. Any valid natural or legal person may join the Association by submitting a specified written application. Application form and the list of additional documents shall be defined by the Board of the Association.
- 4.2. The decision on admission to membership shall be adopted by the Board of the Association. The Board should consider the application during the nearest meeting, but not later than one month upon receipt of the necessary documents.
- 4.3. Negative decision of the Board may be appealed in writing to the members of the General Meeting. If the General Meeting rejects the application, the applicant is not admitted to the Association, and he may apply to membership not earlier than in one year.
- 4.4. A member may leave the Association at any time giving a written notice to the Board;
- 4.5. Member can be expelled from the Association by decision of the Board in the following cases:
  - 4.5.1. membership fees have not been paid by a member for more than 12 months
  - 4.5.2. member fails to comply with the decisions of the General Meeting and the Board;
  - 4.5.3. member fails to fulfill his/her duties and obligations;
  - 4.5.4. member undertakes other activities that are contrary to these Statutes.
- 4.6. The expulsion of a member of the Association shall be decided at the nearest meeting, inviting a member and giving him/her a chance to express his/her opinion. Absence of the excluded member is not an obstacle to the Board for decision. The Board should notify a member about the decision and motivation of the expulsion in writing within five days of its adoption.

#### **5. Rights and obligations of the members.**

- 5.1. Members of the Association have the following right:
  - 5.1.1. to participate in the management of the Association;
  - 5.1.2. to receive information on the activities of the Association, including access to minutes of all the institutions of the Association, decisions and orders;
  - 5.1.3. to participate in the events organized, submit proposals for activities of the Association and its improvement, to defend their views;
- 5.2. Members of the Association have the following obligations:
  - 5.2.1. to observe the Statutes and comply with the decisions of the General Meeting and the Board;
  - 5.2.2. regularly pay membership fee;
  - 5.2.3. to support the Association target and objectives through active participation;
- 5.3. Obligations of a member can be determined by the General Meeting and the Board's decision. Specific liabilities of separate members can be nominated upon a member's consent only.

#### **6. Structure of the Association**

- 6.1. General Meeting may establish territorial and other structural entities of the Association.

6.2. Activities, rights and obligations, as well as relations with the Association are governed by the Statutes of the entities, approved by the members of the General Meeting of the Association.

## **7. General Meeting and decision-making process**

7.1. General Meeting is the highest decision-making body of the Association.

7.2. All the Members of the association (society) have the right to participate in the General Meeting.

The members can take part in the Meeting in the following ways:

- Personally;
- Distantly (skype, videoconference, telephone, etc);
- By authorizing another person to take part in the meeting and vote. This authorization does not require notarization. A member can send a message to the Board of the LLCA to confirm that a certain person has been nominated to take decisions and vote for him/her. Authorization is not valid without a written message.

7.3. General Meetings may be convened by the Board or at the written request of not less than one-tenth of the members of the Association, specifying the reason for calling.

7.4. General Meeting shall be convened with a written notice sent to each member no later than two weeks prior to the meeting.

7.5. General Meeting shall have a quorum if more than half of the members are present.

7.6. If General Meeting has no quorum, another General Meeting to be announced within three weeks, which is empowered to make decisions regardless of the number of members present, provided that at least two members participate.

7.7. Decisions made by the General Meeting are considered legitimate if accepted by the votes of more than half of the members present. Decisions on amendments to the Statutes, termination and prolongation of the association activity are passed if supported by the votes of more than two-thirds of the members present.

## **8. Executive Board**

8.1. Executive body of the Association is the Board consisting of four board members.

8.2. Members of the Board shall elect the Chairman of the Board, who organizes the work of the Board.

8.3. The Board is authorized to decide on all matters that do not fall under the exclusive competence of the General Meeting.

8.4. Board members are entitled to represent the Association individually.

## **9. Auditor**

9.1. Financial and economic control of the Association is performed by an Auditor, who is elected by the General Meeting for one year.

9.2. The Auditor can not be a Board member.

9.3. The Auditor shall:

- 9.3.1. revise property and financial resources of the Association;
- 9.3.2. provide a report on the Association's budget and annual report;
- 9.3.3. evaluates the accounting and paperwork of the Association;
- 9.3.4. make recommendations on financial and operational improvement of the Association;
- 9.4. The Auditor performs an audit of the Association in terms set by the General Meeting, but at least once a year.
- 9.5. General Meeting shall approve the annual report of the Association only after the Auditor's report received.

#### **10. Membership fees**

- 10.1. Members of the Association shall pay one-time admission fee of 3,50 EUR.
- 10.2. Annual membership fee paid by Members of the Association is 7,00 EUR.

The founders of the Society:  
Sandra Lase, IBCLC  
Natalja Maņkovska, IBCLC

Statutes approved by the General Meeting in Riga, on September 28, 2016.