

Bat Research Society of Latvia
s t a t u t e s

Chapter 1. Name and logo of the Society.

- 1.1. Name of the Society is “Bat Research Society of Latvia” (hereafter in the text – Society). The abbreviation of the Society is BRSL.
- 1.2. Society has its own logo, that has been approved by the General Meeting of Society’s members.

Chapter 2. Aims and objectives of the Society.

- 2.1. The aim of the Society is to promote bat research, conservation and public education.
- 2.2. Society’s objectives are:
 - 2.2.1. to unite existing bat researchers and volunteers, and involve new members into bat research and conservation;
 - 2.2.2. to do and promote scientific research;
 - 2.2.3. to establish and maintain partnership with other NGO’s and scientific institutions in Latvia and abroad;
 - 2.2.4. to promote achievements of bat research and species conservation efforts in Latvia;
 - 2.2.5. to organise conferences, meetings and seminars;
 - 2.2.6. publish scientific and educational publications;
 - 2.2.7. to give expert’s reports, read lectures and consult citizens and organizations on bat conservation issues;
 - 2.2.8. to acquire funding for achieving society’s aims and objectives.

Chapter 3. Period of Society’s activities.

- 3.1. The Society has been established for an indefinite time period.

Chapter 4. Becoming a member of the Society and exclusion from it.

- 4.1. A member of the Society can be any capacitated physical person. The decision on inclusion in the Society is made by the Board of Society (hereafter in the text – the Board), based on written application delivered to the Board. If the person expressing wish to become a member is less than 16 years old, signature of the parent or legal guardian is required. Application form and its attachments are determined by the Board. Membership status is confirmed in written form.
- 4.2. Any member can withdraw their membership, by sending a written request to the Board.
- 4.3. A member can be excluded from the Society, if one:
 - 4.3.1. has not paid membership fee for more than 12 months, with no justified reason;
 - 4.3.2. does not comply with decisions of the General meeting of members of the Board;
 - 4.3.3. does not fulfil one’s duties and liabilities;
 - 4.3.4. participates in activities detrimental to the interests, aims and objectives of the Society;
 - 4.3.5. acts against the order established in these statutes.

4.4. The matter of exclusion of a member is reviews by the Board in the closest Board meeting. The member in question is invited to the meeting, to hear their opinion. Failure to come to this meeting does not constitute an obstacle for the Board to reach a decision. The Board informs said member on decision in written form in five days after the decision.

4.5. Members of the Society pay annual fee, amount of which is determined by the General Meeting. The Board can propose a voluntary payment for specific events or purposes.

4.6. A person who has made distinguished contributions in bat research and public outreach can be elected Society's Honorary member. Honorary members are elected by the General Meeting after the Board's suggestion and agreement from the Honorary member. Honorary members have all the rights of regular members, they do not pay the membership fee and receive a Certificate of Honorary Membership.

Chapter 5. Member's rights and duties.

5.1. Members of Society have the following rights:

5.1.1. to participate in management of Society in the order established by statutes;

5.1.2. to receive information on Society's activities, and request access to Society's protocols, decisions and orders;

5.1.3. to participate in all events organised by the Society and give suggestions for Society's activities and express one's opinion about questions reviewed in meetings;

5.1.4. to participate freely in any other democratic governmental and non-governmental societies;

5.1.5. to withdraw from the Society by delivering written form to the Board.

5.2. Duties of members:

5.2.1. to observe Society's statutes and the decisions of the Board, Chairman of the Board and General Meeting;

5.2.2. pay annual membership fee;

5.2.3. actively participate in achieving aims and objectives of the Society.

5.3. A member can be elected to do other tasks, that are not determined by statutes, by General Meeting or the Board. This can only be done with consent from said member.

Chapter 6. Branches of Society.

6.1. The General Meeting can decide on creating any territorial and other Branches.

6.2. The work, rights and duties of any Branch are determined by Branch rules, that are affirmed by the General Meeting.

Chapter 7. Administration.

7.1. The decision-making bodies of the Society are the General Meeting of members, the Board and Chairman of the Board. The General Meeting is the highest decision-making body.

7.2. All members of the Society are eligible to participate in General Meeting of members. Each member has one vote in the meeting. One can participate in the meeting directly or by one's chosen, authorized representative.

7.3. The General Meeting of members is held once per year.

7.4. Emergency General Meeting of members can be held on the Board's decision or on well-grounded request from at least 1/10 of the members.

- 7.5. The time, place and agenda of The General Meeting of members is announced to members via e-mail, no later than two weeks before said meeting.
- 7.6. The General Meeting is empowered to make decisions if more than half of the members are present.
- 7.7. If the General Meeting is not empowered to make decisions due to lack of quorum, a second General Meeting is called in three weeks. This second General Meeting is empowered to make decisions regardless of number of members present, if at least two members of the Society are present.
- 7.8. The decision of the General Meeting is made, if more than half of the present members vote for it. Decision on amendments of statutes, termination of the Society or changes in its aims is made if more than 2/3 of present members vote for it.
- 7.9. Only the General Meeting of members is empowered to:
- 7.9.1. make changes in statutes of the Society;
 - 7.9.2. confirm the annual budget and yearly reports of the Society;
 - 7.9.3. make changes in annual membership fee;
 - 7.9.4. change Board members, elect or recall the Chairman of the Board and Accountant;
 - 7.9.5. make decisions about termination or reorganization of the Society;
 - 7.9.6. make other conceptual decisions regarding the Society.

Chapter 8. Executive body.

- 8.1. The General Meeting of members elects the executive body of Society – the Board that consists of 3 Board members, including the Chairman of the Board. The General Meeting has the right to recall the Board before end of term and elect new Board from the members of Society.
- 8.2. The Board is the executive body that:
- 8.2.1. directs and manages everyday functions of the Society;
 - 8.2.2. rules, manages and uses funds, possessions and property of the Society;
 - 8.2.3. decides membership in other organizations;
 - 8.2.4. makes decisions about other important questions that fall out of General Meetings exclusive area of responsibility.
- 8.3. Board meetings are open. They can be closed if that is demanded from more than half of the present board members.
- 8.4. Board meetings are arranged by necessity, if they are demanded by half of the Board members or by the Chairman.
- 8.5. The Board meeting is empowered if more than half of the Board members are present. The decisions are based on majority of votes. If the votes are evenly divided, Chairman's is the casting vote.
- 8.6. The Board meeting is recorded in writing. In meetings protocol must depict how each Board member has voted.
- 8.7. The Board meeting date and agenda is announced to all Board members at least four days before meeting.
- 8.8. All Board members have rights to submit any question or proposal regarding the Society for discussion in the meeting.
- 8.9. Board member has the right to include any extracurricular matters or proposals in the agenda during the meeting, if more than half of the present Board members vote for it. The Chairman has the right to include any questions in agenda without voting.

8.10. If all matters cannot be reviewed during one meeting, or if they require further examination, they can be reviewed in due time, by creating a work plan that must be approved by the Board.

8.11. The Chairman:

8.11.1. represents the Society in the public, private and governmental institutions;

8.11.2. leads the Board meetings;

8.11.3. independently decides upon all Society's matters that have been entrusted to the Chairman;

8.11.4. Uses and manages Society's funds and possession in concordance with the Boards authorization.

8.12. All members of the Board have the rights to represent the Society individually.

Chapter 9. Auditor.

9.1. The economic and financial activities are audited by the Auditor that is elected by the General Meeting for one year.

9.2. A Board member cannot be an Auditor

9.3. The Auditor:

9.3.1. performs audit of The Society's finances, possessions and properties;

9.3.2. delivers a statement on the Society's budget and annual report;

9.3.3. evaluates the Society's accounting and record keeping;

9.3.4. provides recommendations for improvement of the Society's financial and economic activities.

9.4. The Auditor performs an audit in time set by the General Meeting, but no less than once per year.

9.5. The General Meeting of members approves the annual report only after a statement from the Auditor.

Chapter 10. Membership fee.

10.1. Members of the Society, with an exception of Honorary members, must pay membership fee - 10 EUR per year.

Chapter 11. Regulation of acquiring and using Society's financial funds.

11.1. The Society's financial resources are:

11.1.1. yearly membership fees;

11.1.2. donations from any private or juridical person;

11.1.3. payments from members and other people for achieving specific objectives or projects of the Society;

11.1.4. other income in compliance with legislation of the Republic of Latvia.

11.2. The financial resources are used for:

11.2.1. achieving aims and objectives of the Society;

11.2.2. covering any costs associated with everyday maintenance of the Society's function.

11.3. If the Society needs additional funds for organizing events that follow Society's aims and objectives, members can agree upon an additional payment for this purpose. Funds acquired for this purpose are voluntary and can be used only for the specific aim.

11.4. The Board of the Society and Chairman are accountable for the responsible use of Society's funds. The Auditor is responsible for the control of these funds.

Chapter 12. Liquidation of the Society.

12.1. The Board of the Society carries out liquidation of the Society. If the General Meeting or the Court order requests, the liquidation can be carried out by an appointed liquidator.

12.2. Liquidator finishes all projects and economic activities started by the Society, sells the Society's properties and possessions, collects all debts from debtors, settles Society's debts and other claims and complaints.

12.3. Any funds or possessions left after this process are handed over to the institution that has been appointed by the last General Meeting of members. The funds cannot be divided between the members of the Society.

These statutes have been accepted by the General Meeting on day of Society's founding in "Niedrāji", Glūdas pag., Jelgavas nov., 26. December 2016.