

Constitution

Adopted on the

A Name

The name of the Association is LACTATION CONSULTANTS of GREAT BRITAIN (LCGB) or such other name as the Association may from time to time decide.

B. Objects

The objects of the Association are:

- 1 To promote the physical and psychological health of mothers and children through education in the techniques of, and the provision of information and support regarding breastfeeding
- 2 To advance the education of International Board Certified Lactation Consultants (IBCLCs) and others involved in the care of mothers and children in breastfeeding management by the provision of training.
- 3 To advance the education of the public and especially those persons concerned with care of children on the health benefits, both immediate and long-term, of breastfeeding
4. To uphold and support the World Health Organisation Code of Marketing of Breast Milk Substitutes

C Powers

In furtherance of the objects but not otherwise the Committee may exercise the following powers:

- (1) Employ and pay staff (who cannot be members of the Committee)
- (2) Cooperate and exchange information and advice with other organisations such as voluntary bodies, charities and statutory authorities
- (3) Raise funds by any lawful means
- (4) Do anything within the law that is necessary in carrying out its aims

D Membership

- (1) Membership of the Association shall be open to anyone who supports the aims and philosophy of the organisation. There are three categories of membership
 - (i) IBCLC members: those who have been awarded the title “International Board Certified Lactation Consultant” by the International Board of Lactation Consultants Examiners

(IBLCE), and have paid the annual subscription laid down from time to time by the Committee

- (ii) Associate members: individuals (over the age of 16 years) who are interested in furthering the work of the Association and who have paid the annual subscription
 - (iii) Honorary members may be IBCLC members or associate members for life. Honorary members are not required to pay the annual subscription fee. They are nominated by the Committee after discussion and elected by majority vote at an Annual General Meeting (AGM)
- (2) Every IBCLC member shall have one vote
 - (3) All members must pay the annual subscription that the Committee has set for the year in question. Any subscriptions will be set at a level which does not deter membership. Memberships are due on January 1st in any year
 - (4) A member can resign their membership at any time. A member who is three months behind with their subscription is assumed to have resigned but can rejoin if they bring their subscription up to date
 - (5) The Committee has the right to end someone's membership for good reason. Notice of such intention should be sent to the member in writing using registered post, giving 21 days after receipt of the letter for the member to request a hearing by the Committee
 - (6) The Committee will keep a list of members of the organisation

E. The Committee

- (1) The Committee shall consist of no fewer than 8 full members being:
 - Coordinator (also Chairperson)
 - Deputy co-ordinator
 - Secretary
 - Treasurer
 - Conference co-ordinator (2 posts)
 - Study day co-ordinator
 - Membership secretary
 - Minutes secretary
 - Librarian
 - Newsletter Editor
- (2) The Committee may in addition appoint co-opted members, but no-one may be appointed as a co-opted member if, as a result, more than one-

third of the members of the Committee would be co-opted members. Each such appointment shall take effect from the end of the meeting where it was agreed, unless the appointment is to fill a place which has not been vacated, in which case the appointment shall run from the date when the post becomes vacant.

- (3) The Committee is responsible for the management of the organisation. It will meet as required but not less than twice a year
- (4) No decision can be taken at a General Meeting unless at least three members of the Committee are present
- (5) Every issue at a General Meeting is decided by a majority of the votes cast by IBCLC members present. In the case of equality of votes, the Chairperson of the meeting has a second or casting vote
- (6) The members of the Committee are elected annually at the AGM for two years, staying on the Committee until the end of the relevant AGM but they can be re-elected
- (7) Nominations for the Coordinator shall be from existing Committee members or members who have served on the Committee within the last three years
- (8) If anyone resigns from the Committee during their term of office, the Committee has the power to appoint another member to the vacancy. This appointed member has the same voting powers as the member they replaced and will stay on the committee until the next AGM
- (9) A Committee member may be removed if all the other members of the Committee agree, provided that the committee member concerned has the right to put their case forward before the final decision is made
- (10) The Committee can appoint sub-committees. Sub-committees must always report back to the Committee as soon as possible. At least two members of every sub-committee must be Committee members
- (11) The Committee must keep minutes of its meetings and keep safe all records relating to the organisation
- (12) No person shall be entitled to act as a member of the Committee, whether on a first or on any subsequent entry into office, until after signing in the minute book of the Committee a declaration of acceptance and of willingness to act in the interests of the organisation

F Meetings and proceedings of meetings

- (1) There will be at least two meetings per year
- (2) 21 days notice must be given to members of any meeting, including the AGM. Individual notices will be sent to all members
- (3) The co-ordinator shall act as chairman at meetings of the Committee and at every general meeting. If the co-ordinator is absent from any meeting, the Committee members present shall choose one of their number to be chairman of the meeting before any other business is transacted
- (4) There shall be a quorum when at least one-third of the number of members of the Committee for the time being or three members of the Committee, whichever is the greater, are present at the meeting
- (5) The secretary or other person specially appointed by the Committee shall keep a full record of proceedings at every general meeting
- (6) Every matter shall be determined by a majority of votes of the members of the Committee present and voting on the question, but in the case of equality of votes the chairman of the meeting shall have a second or casting vote
- (7) The Committee shall keep minutes, in books kept for the purpose, of the proceedings at meetings of the Committee. These should include all appointments to the Committee and funding of members for conferences or similar gatherings, and should be signed by the Chairman of the meeting
- (8) An Annual General Meeting must be held in each calendar year to deal with the following business:
 - (8.1) Receive the officers' reports and accounts for the previous year
 - (8.2) Elect the chairperson, secretary and treasurer (each having a two year term of office)
 - (8.3) Elect the remaining Committee members for a two year term
 - (8.4) Deal with any other matters which the Committee or members wish to raise and which the chairperson is prepared to accept as legitimate business for the AGM
- (9) Nominations for election to the Committee can be made by members of the organisation in writing. Nominations must be in the hands of the secretary of the Committee at least 14 days before the AGM. If no nominations are received before the meeting, those present may nominate themselves or others who are present. Should nominations exceed vacancies, election shall be by ballot
- (10) General Meetings can be called by the Committee at any time.

If at least ten members request such a meeting in writing, stating the business to be considered, the secretary shall call such a meeting. At least 21 days notice must be given. The notice must state the business to be discussed

G. Finance

- (1) All funds belonging to or raised for the organisation must be paid directly into an account or accounts operated by, and in the name, of the organisation, at a bank or building society
- (2) All cheques require at least two authorised signatories who may not be related in any way or live in the same household
- (3) No member of the Committee can be employed by the organisation or receive any payment from its funds except for reasonable out of pocket expenses properly incurred for the purposes of the organisation
- (4) All funds belonging to the organisation can only be used in furthering its objects

H. Amending the Constitution

- (1) This constitution can be changed only at the Annual General Meeting or Special General Meeting if agreed by a majority of the IBCLC members present and voting. No changes of a fundamental nature can be made to:
 - (1.1) Clause B (The objects)
 - (1.2) Clause H (This clause)
 - (1.3) Clause I (Closing the organisation)

I Closing the organisation

- (1) If the Committee decides that it is necessary to close the organisation it must call a Special General Meeting of all members and recommend closure to them
- (2) If a majority of the IBCLC members present vote in favour of closing the organisation the Committee has the authority to do so
- (3) Any assets remaining after all debts and liabilities have been paid must be transferred to one or more voluntary organisations or registered charities with aims similar to those of the organisation

J Adopting the Constitution

This constitution was adopted at an Annual General Meeting on the date mentioned above by the persons whose signatures appear at the bottom of this document.

Co-ordinator

Secretary