

LATVIAN SOCIETY FOR SANDPLAY THERAPY

STATUTES

Article 1

Name

- 1.1. The name of the society is „Latvijas Smilšu spēles terapijas biedrība”
- 1.2. The name of the Society in the English language is *Latvian Society for Sandplay Therapy*. further in the text – LSST.

Article 2

Goals

- 2.1. The goals of the LSST are:
 - 2.1.1. to develop and promote the study and practice of Sandplay Therapy in Latvia;
 - 2.1.2. to introduce and maintain professional standards of training and practice of Sandplay Therapy on the basis of standards of International Society for Sandplay Therapy (ISST);
 - 2.1.3. to propagate information and knowledge about Sandplay Therapy;
 - 2.1.4. to ensure the compliance with ethical standards in Sandplay Therapy;
 - 2.1.5. to develop cooperation with national, local, public, religious, and business organizations, as well as with natural persons in Latvia and abroad;
 - 2.1.6. to organize seminars and conferences on Sandplay Therapy.
 - 2.1.7. as a regional society of ISST, to Abide by the ISST Code of Ethics and minimum professional standards outlined in the ISST Statutes and rules of procedure.

Article 3

Duration

- 3.1. Duration of the LSST is unlimited.

Article 4

Admission, Resignation, and Expulsion of Members

- 4.1. The LSST consists of three categories of members: full members: national (LSST) and international (ISST), support members and honorary members.
- 4.2. A natural person who has completed the program of Sandplay Therapy in accordance with the Regulation of Sandplay Therapy Training program may become a full member. Pamata apmācības programma ir ekvivalenta, kas dod iespēju personai kļūt kā par LSST tā ISST biedru.
- 4.3. Any capacitated person may become a support member.

- 4.4. An applicant for admission shall submit a written application to the Board. The form of application is established by the Board of the LSST.
- 4.5. The decision for admission is made by the Board of the LSST. The Board is obliged to consider the application during the first meeting but not later than three months since the day of submission. The Board is obliged to inform the applicant about the decision and state grounds for it within a week of the submission.
- 4.6. In case of negative decision the applicant can appeal in writing to the members' meeting. In case of negative decision made also by the members' meeting, the admission to the Society is denied and the applicant can re-apply no sooner than next year.
- 4.7. ISST members are certified by ISST. Pretendenti uz ISST sertifikāciju rekomendāciju sniedz LSST.
- 4.8. A member can resign at any time, submitting a written application to the Board.
- 4.9. A member can be expelled by the decision of the members' meeting, if:
 - 4.9.1. the activity of the member contradicts the Statutes of the Society,
 - 4.9.2. a member fails to fulfill its obligations and duties,
 - 4.9.3. a member has failed to pay the dues for more than 12 months.
- 4.10. The proposal to expel can be made by the Board and it is considered at the first regular members' meeting or at an extra-ordinary meeting, the expelled shall attend and is allowed to address the meeting. The absence of the expelled is not ground to delay the decision. The Board must inform about the decision to expel and state the grounds in writing to the expelled member within five days since the decision is made.

Article 5

Members' Obligations and Rights

- 5.1. Full members of the LSST are entitled:
 - 5.1.1. to receive information about the activities of the LSST, including all minutes, decisions and instructions of all the bodies of the LSST;
 - 5.1.2. to participate in all events organized by the LSST;
 - 5.1.3. to be engaged in the tasks set for the LSST, and to submit proposals for the work of the Society and how to improve it;
 - 5.1.4. to defend one's view at the Board and members' meetings;
 - 5.1.5. to vote for and to be elected in the Board and in all the bodies of the LSST.
- 5.2. Obligations of full members are:
 - 5.2.1. to comply with the Statutes and to fulfil the decisions of the members' meetings and the Board;
 - 5.2.2. to participate in the work of the Society and attend its meetings;
 - 5.2.3. to support actively the goals and tasks of the LSST;
 - 5.2.4. to work in compliance with the professional standards and regulations drawn by the LSST;
 - 5.2.5. to pay the admission fee and dues regularly;
 - 5.2.6. not to discredit the good name of the LSST.
- 5.3. Support members are entitled:

- 5.3.1. to receive information about the activities of the LSST, including all minutes, decisions and instructions of all the bodies of the LSST;
- 5.3.2. to participate in all events organized by the LSST;
- 5.3.3. to be engaged in the tasks set for the Society, and to submit proposals for the work of the LSST and how to improve it;
- 5.4.4. to defend one's view at the Board and members' meetings;
- 5.4. Obligations of support members are:
 - 5.4.1. to comply with the Statutes and to fulfil the decisions of the members' meetings and the Board;
 - 5.4.2. to participate in the work of the LSST and attend its meetings;
 - 5.4.3. to support actively the goals and tasks of the LSST;
 - 5.4.4. to work in compliance with the professional standards and regulations drawn by the Society;
 - 5.4.5. to pay the admission fee and pay dues regularly;
 - 5.4.6. not to discredit the good name of the LSST.
- 5.5. Honorary members are entitled:
 - 5.5.1. to receive information about the activities of the LSST, including all minutes, decisions and instructions of all the bodies of the LSST;
 - 5.5.2. to participate in all events organized by the LSST;
 - 5.5.3. to be engaged in the tasks set for the LSST, and to submit proposals for the work of the Society and how to improve it;
 - 5.5.4. to defend one's view at the Board and members' meetings;
- 5.6. Obligations of honorary members are:
 - 5.6.1. to comply with the Statutes and to fulfil the decisions of the members' meetings and the Board;
 - 5.6.2. to participate in the work of the LSST and attend its meetings;
 - 5.6.3. to support actively the goals and tasks of the LSST;
 - 5.6.4. to work in compliance with the professional standards and regulations drawn by the Society;
 - 5.6.6. not to discredit the good name of the LSST .

Article 6

Departments of the LSST

- 6.1. Local and other departments of the LSST can be formed by the decision of the Board;
- 6.2 .The activities, rights and obligations, as well as relationship with the LSST are stipulated in the regulation of the department, confirmed by the members' meeting.

Article 7

Convening of the Members' Meetings and Decisions Making

- 7.1. The members' meeting is the highest decision-making body.
- 7.2. All members are entitled to attend at the members' meeting. Members can attend

personally, or by delegating one's vote to a colleague, another full member of the LSST, submitting a written application as to the fact. The application shall be added to the minutes of the meeting. Votes thus delegated are included in quorum.

- 7.3. A regular members' meeting is convened annually.
- 7.4. An extra-ordinary meeting, stating the grounds, can be convened upon decision of the Board or the Chairperson of the Board, or by the request by not less than one tenths of the members.
- 7.5. The members' meeting is convened by a written notice to all the members at least two weeks prior to the meeting.
- 7.6. The quorum is present if more than one half of the members attend.
- 7.7. In case of the absence of the quorum within the term of three weeks recurrent meeting is convened, and is entitled to make decisions whatever the number of members present, which include at least two full members.
- 7.8. The decision of the members' meeting, including the decision on amendments of the Statutes, the termination and continuation of activities of the LSST, is passed by the majority vote of two-thirds of full members.
- 7.9. The members' meeting solely
 - 7.9.1. ratifies and amend the Statutes of the LSST,
 - 7.9.2. ratifies the program of the LSST,
 - 7.9.3. determines the directions and duration of the Board and Financial Auditor's activity,
 - 7.9.4. elects the Board, the Chairperson of the Board, the Deputy Chairperson, the Treasurer and the Secretary, as well as auditors,
 - 7.9.5. determines admission and membership dues,
 - 7.9.6. reaches decisions on the termination of membership.

Article 8

Executive body

- 8.1. The executive body of the LSST is the Board which consists of seven members.
- 8.2. The Board is elected by the members' meeting for the term of three years. Re-election is allowed.
- 8.3. The Board has rights to decide all issues, with the exception of those decided solely by the members' meeting. The Board meetings take place at least once every four months. The Board may pass resolutions when at least four Board members are present. Resolutions are passed by the majority vote of the members present. In case of a tie, the Chairperson will cast the deciding vote.
- 8.4. Every Board member has rights to represent the Board.
- 8.5. The Board is competent:
 - 8.5.1. to manage the work of the LSST between the members' meetings,
 - 8.5.2. to provide the implementation of resolutions of the members' meeting,
 - 8.5.3. to prepare documents,
 - 8.5.4. to prepare the program of the LSST,
 - 8.5.5. to provide the compliance with the Statutes and other binding documents,

- 8.5.6. to form groups for certain tasks,
- 8.5.7. to decide the use of financial means,
- 8.5.8. to consider other matters connected with activities of the LSST,
- 8.5.9. to consider and decide the admission of new members.
- 8.6. The Chairperson of the Board has rights:
 - 8.6.1. to represent the LSST in national, local and other organisations
 - 8.6.2. to sign documents in accordance with the regulations stipulated by members' meetings and according to decisions of the Board to manage property and financial means.
 - 8.6.3. to sign proxies,
 - 8.6.4. to hire and fire employees according to the existing laws and regulations, as well as issue orders binding for all the employees;
 - 8.6.5. to enter into economic agreements, as well as take other actions stipulated in the Statutes and connected with the LSST.
- 8.7. In the absence of the Chairperson it is replaced by the deputy Chairperson .

Article 9

The Financial Auditor

- 9.1. The examination of the financial and economic activities is carried out by two auditors, elected by the members' meeting for the term of three years. Auditors make decisions by unanimous vote (two votes).
- 9.2. Auditors shall not be members of the Board of the LSST.
- 9.3. Auditors:
 - 9.3.1. conduct audit of property and financial means,
 - 9.3.2. approve of the budget of the LSST and annual report,
 - 9.3.3. approve of accounting and office work of the LSST,
 - 9.3.4. propose on the improvement of financial and economic activities of the LSST.
- 9.4. Auditors examine the financial records on demand by the members' meetings but no less than once a year.
- 9.5. The members' meeting approves the annual report of the LSST only after the approval by the auditors.

Article 10

Dues

- 10.1. Members of the LSST pay dues annually as determined by the LSST.

Article 11

The Property and Financial Means of the LSST

- 11.1. The LSST has its sequestered property. The LSST has rights:
 - 11.1.2. to acquire or lose pecuniary and personal non-pecuniary rights;
 - 11.1.3. to be a claimant and respondent at a court;
 - 11.1.4. to open a bank account, currency and other accounts in banks of Latvia.
- 11.2. Financial means of the LSST consist of
 - 11.2.1. admission fees;
 - 11.2.2. membership dues;
 - 11.2.3. donations of legal and natural persons,
 - 11.2.4. incomes from publishing, scientific activities and other economic activities,
 - 11.2.5. property owned by the LSST,
 - 11.2.6. income resulting from other legal activities.
- 11.3. The order of use of financial means is determined by the Board according to general principles accepted at a members' meeting, as well as in accordance with the Statutes. The financial means shall be used according to the existing laws and regulations in the republic of Latvia.

Article 12

Relationship to ISST

- 12.1 LSST abides by the ISST Statutes and Rules of Procedure including financial protocols relating to ISST dues for those members of LSST who are ISST Members.
- 12.2 LSST Board will approve candidates applying for ISST Teaching membership before they submit their application to the ISST Certification committee.
- 12.3 The LSST Board will approve who will represent the LSST on the ISST Board.

The Chairperson of the Board

The deputy chairperson of the Board

Ratified by the members by ballots April 29, 2017 in Riga