

# Articles of Association for Early Care International

## **§ 1. Name and address of the association**

§ 1.1 The name of the association is Early Care International.

§ 1.2 The registered office of the association is in the municipality of Copenhagen, Denmark.

§ 1.3 Early Care International is a non-governmental organisation aiming to support children, youth, families and communities.

## **§ 2. Purpose of the association**

§ 2.1 The association aims to support and promote programmes and projects that improve the lives of children, youth, families and communities.

§ 2.2 The association is founded upon the UN Convention on the child's rights and aspires to contribute to the Sustainable Development Goals agenda 2030 targets children, youth, families and communities.

§ 2.3 The association aims to change practice and focus on solutions and problems.

§ 2.4 The association aims to support activities with research and knowledge and ensure close collaboration with institutions.

§ 2.5 The association advocates for equal access to quality service delivery for children, youth, families and communities.

§ 2.6 The association collaborates broadly and inclusively with organisations, institutions and networks-nationally and internationally.

## **§ 3. Membership in the association**

§ 3.1 Members of Early Care International must support: - (i) the purpose of the association, (ii) have relevant expertise and knowledge about improving the lives of children, youth, families and communities, (iii) willingness to volunteer and contribute in various capacities of the association to promote the above-listed purpose of the association. The board has complete discretion regarding the admission of any person to membership.

§ 3.2 Membership can end if the members leave the association for personal reasons or engage in activities that oppose the association's purpose. The association may also exclude members if they fail to contribute to achieving its purposes. Exclusion of membership can take place after prior warnings and reprimands. The board can decide on exclusion, but the general assembly meetings' passes the final decision, where the member in question has the opportunity to object.

§ 3.3 The annual membership fee is approved by the general assembly.

## **§ 4. The general assembly**

§ 4.1 The general assembly meeting is the associations' supreme authority.

§ 4.2 The general assembly holds an ordinary meeting once a year before the end of April. However, if necessary, an extraordinary general assembly meeting may be summoned, notifying the members fourteen days before the meeting.

§ 4.3 The extraordinary general assembly meeting notice must specify the business's place, date, time and general nature. In the case of a special resolution, the exact wording of the resolution must be set out in the notice.

§ 4.4 Members can propose to the general assembly meeting via the board no later than seven days before the meeting.

§ 4.5 The agenda for the general assembly meeting must at least contain the following:

- i. Elect meeting conductor
- ii. Elect minute-taker
- iii. Annual report and its approval
- iv. Presentation of accounts, budget and membership fee
- v. Proposals received. Proposals must be received no later than seven days before the general assembly meeting.
- vi. Election to the board
- vii. Election of auditor
- viii. Any other business

§ 4.6 The general assembly meeting has a quorum regardless of the number of members present.

§ 4.7 Voting is taken by a simple majority of the members present, however, except for amendments to the articles of association and a decision on the termination of the association.

§ 4.8 Every member of the board has one vote. If the votes are level, the chairperson has a casting vote.

## **§ 5. Management of the association**

§ 5.1 The board manages the association. The board should not be less than three persons.

§ 5.2 The board may consist of a chairperson, honorary secretary, treasurer and any other officers it wishes. The officers on the board are elected for two years. In even years, the chairperson, the secretary and possibly a board member are elected, and in uneven years the vice-chairperson, the treasurer and other officers are elected.

§ 5.3 The board shall adopt its own rules of procedure.

§ 5.4 The board aims to set up an office that manages the association's day-to-day operations and administers the funds.

§ 5.5 The board hires and dismisses the director.

§ 5.6 The director reports to the board and participates in board meetings without the right to vote as a board secretary.

§ 5.7 The director employs and dismisses employees.

§ 5.8 Early Care International has a “zero tolerance” policy toward fraud, bribery and corrupt practices.

## **§ 6. Finance of the association**

§ 6.1 The accounting period follows the fiscal calendar year.

§ 6.2 The financial statements must be submitted to the board for approval fourteen days before the annual general assembly.

§ 6.3 The finance must be audited by the accountant.

§ 6.4 The board must have proper books of accounts, and the books must show: - (i) all the amounts received and spent by the association, and for what; (ii) all the sales and purchases by the association, and (iii) the association's assets and liabilities.

§ 6.5 The accountant, director, or treasurer can approve expenses less than 1.000 Danish kroner not exceeding 10.000 Danish kroner per month by themselves. Two board members must approve amounts that exceed 10.000 Danish kroner.

§ 6.6 Auditing takes place once a year after the end of the fiscal calendar year.

§ 6.7 The association is only liable for its obligations with the assets belonging to the association at any given time. The board and association members do not incur any personal liability.

### **§ 7. Amendments to the articles of association**

§ 7.1 The ordinary or extraordinary general assembly meeting can amend the articles of association.

§ 7.2 Proposals for amendments to the articles of association must be received by the board no later than four weeks before the general assembly meeting.

§ 7.3 Amendments to the articles of association require a 2/3 majority vote of those present.

### **§ 8. Guidelines to close the association**

§ 8.1 Dissolution of the association can only occur at two consecutive general assembly meetings: an ordinary and an extraordinary general assembly.

§ 8.2 Dissolution of the association can only take place if at least 2/3 of the association's voting members present vote in favour of the proposal at the two general assembly meetings.

§ 8.3 When the association closes down, the assets and income earned should be transferred to associations with similar purposes. Upon closure, the association's account's funding can be reimbursed to the donor or transferred to an association working on a similar purpose.

Amended at the annual general assembly meeting on 31<sup>st</sup> of March 2022