

Rules & Constitution of The Sternians' Association

June 2022

1. Name

The name of the Association shall be 'The Sternians' Association'.

2. Aims and Objectives

- (a) To assist in the promotion of education (in its widest sense) at Lord Wandsworth College by all means within the power of the Association.
- (b) To keep all former pupils of Lord Wandsworth College and former pupils of Gosden House School in touch with each other and thus to promote a sympathetic, friendly and mutually helpful organisation.
- (c) To keep all former pupils of the above Schools in touch with Lord Wandsworth College and, by promoting a friendly relationship with the Staff, ensure a lasting interest in the progress of Lord Wandsworth College and its ideals.
- (d) To support and promote the Lord Wandsworth Foundation.

3. Membership

- (a) **Full Members:** All former pupils of the above Schools are automatically Full Members
- (b) **Rights and privileges** of full members shall include:
 - i) attendance at Reunions and Association functions
 - ii) wearing of emblems of the Association
 - iii) representing the Association in sporting events
 - iv) receiving the Association's magazine
 - v) the right to vote at any General Meeting
- (c) **Honorary Members:** The Annual General Meeting may create Honorary Members. During their period of membership Honorary Members shall be entitled to the rights and privileges of Full Members excluding the right to vote. Honorary Membership shall continue unless and until suspended or terminated by decision of the Annual General Meeting.
- (d) **Associate Members:**
 - i) Members of LWC staff: all are Associate Members during their service and are entitled to the rights and privileges of Full Membership excluding the right to vote.
 - ii) Former parents: all have the status of Associate members with the right to attend Sternian events and to represent the Association in sporting events but not to receive the Association's Magazine or Newsletter or to vote.
 - iii) Other interested people who have not received their education at LWC who are invited by the AGM or the Executive Committee to become Associate Members with the rights and

privileges of Full Membership excluding the right to vote, until they resign their membership or it is terminated by decision of the Annual General Meeting.

4. Officers and Committees

- (a) The **President and Vice Presidents** shall be as follows:
- i) A President shall be elected at an Annual General Meeting for a period of three years and may retire at any time and may also be re-elected.
 - ii) A maximum of twelve Vice-Presidents may be elected at Annual General Meetings of whom one-third shall retire each year in order of seniority and may be re-elected. They shall serve for three years unless appointed to fill a casual vacancy, when their term will extend up to the expiry of the term of the person vacating office.
 - iii) The Annual General Meeting may create Life Vice-Presidents, who shall be in addition to the number in ii) above.
- (b) The **Executive Committee** shall be as follows:
- i) **Chairman:** appointed by the Annual General Meeting for a term of three years; eligible for re-election for one further term only. In the event of an appointed Chairman retiring from office before the end of the three year term, a Chairman shall be appointed at the next AGM to serve until the end of that three year term; if it is necessary to appoint a Chairman between AGMs, that will be done under the provision in clause 4. (e), to serve until the next AGM.
 - ii) **Vice-Chairman:** appointment as for the Chairman normally elected with a view to probable (but not certain) succession as Chairman. The procedure for filling a vacancy before the end of the three year term shall be as stated in 4(b) i).
 - iii) **Treasurer:** to be appointed by the Annual General Meeting, retiring annually and being eligible for re-election.
 - iv) **a Trustee of The Sternians Trust Fund:** to be nominated by the Trustees of that Fund.
 - v) **Staff Liaison Member:** to be appointed annually by the Annual General Meeting and being eligible for re-election.
- (c) **Other Officers**, who may be appointed by the Annual General Meeting, retiring annually and being eligible for re-election are:
- Archivist and up to three additional Committee members
- (d) All Officers shall be honorary.
- (e) The **Executive Committee** shall have the power to appoint Officers at their discretion during the year should any office fall vacant.

5. Meetings

- (a) An Annual General Meeting shall be held at a place and date determined by the Executive Committee, being not later than the date of the Annual Reunion, which is to take place before the end of July.
- (b) An Extra-Ordinary General Meeting shall be called if 20 or more Full Members of The Association inform the General Secretary of their requirement to hold such a meeting, stating the reasons for calling the meeting and the business to be transacted at it. An Extra-Ordinary General Meeting must be held within six weeks of being formally called.
- (c) Notice of General Meetings shall be given to members not less than four weeks prior to the meeting, specifying the agenda items. The quorum for all General Meetings shall be 15 members. If a quorum is not present, the meeting shall be adjourned to a date decided by the Executive, when the quorum shall be 10 members.

6. Administration

- (a) The administration of the Association shall be by the Executive Committee which shall have the authority to act in all matters except where otherwise provided in these Rules and Constitution. The quorum for a meeting of the Executive Committee shall be three members of that Committee.
- (b) The Executive Committee may, from time to time, establish such Committees, Sub Committees or Working Groups as it deems necessary and may appoint suitable persons to serve on such bodies.
- (c) The bodies mentioned in (a) and (b) above may co-opt any person to participate and give help and advice.
- (d) All Committee and Sub Committee decisions shall be carried by a simple majority. The Chairman shall, at all Committee and Sub Committee meetings, have a casting vote.
- (e) In the absence of the Chairman and Vice Chairman the Committee may appoint one of its Members to be Chairman of that meeting.
- (f) The Chairman of the Executive Committee will be Chairman at General Meetings; in his/her absence, the meeting will elect a Chairman.
- (g) All decisions at a General Meeting, barring amendments to Rules (see 9 below), shall be carried by a simple majority of those voting. The Chairman of the meeting shall have a casting vote.
- (h) The Executive Committee shall have the authority to agree to the appointment of administrative assistance provided by the College.
- (i) Voting of the Chairman – although a full Sternian with voting rights, the Chairman can only use their vote as a casting vote.

7. Finance

- (a) The financial year for the Association will run from 1 January to 31 December.
- (b) The Development Office will liaise throughout the Year with the Sternians' Committee on activities for the next 12 months. Funding for this is budgeted within the Development Office's budget and paid for by LWC. The key items will be reported at the AGM within the Chairman's report.
- (c) The Treasurer shall prepare a summary report for the movements in and out of the Sternians' bank account to include the opening and closing bank balances for the 12 months. This summary is to be presented by the Treasurer at the AGM.
- (d) Any Expenditure of over £500 must be put to the Committee, approved, then minuted and published in the minutes of the following Executive Committee meeting. Ensures any major expenditure is approved and recorded.

8. Magazine

The Association's magazine "The Sternian" shall be published annually and sent to all members. Members will also receive copies of Sternian e-News not less than twice annually.

9. Amendments to Rules and Constitution

The Rules and Constitution may only be amended by a two thirds majority of those voting at a General Meeting provided that there are 15 or more members present.