

Old Lancastrian Club

Amended Rules of the Club, approved at the AGM 8th July 2022

1) Name

The name of the Club shall be “The Old Lancastrian Club”.

2) Purpose of the Club

The Club will:-

- support the advancement of the education, careers and interests of pupils and former pupils of Lancaster Royal Grammar School through activities including communications, fundraising, careers advice, networking and social events.
- aim to establish and maintain strong ties between alumni and the School.
- consider requests for financial support from the School and its community.
- nominate three trustees to the Lancaster Royal Grammar School Charity who also serve as Trustees or Members on the School's Governing Body.

3) Membership

The membership of the Club shall comprise:-

- a) Ordinary Members
- b) Associate Members
- c) Honorary Life Members

a) Ordinary Membership

- i) All former members of the School and past members of the staff shall be eligible to become members of the Club on payment of the subscription in accordance with Rule 8.
- ii) Benefits of full membership by subscription (having been paid) include an Old Lancastrian tie or neck-scarf on joining and a printed copy annually of the Newsletter.
- iii) An Ordinary Member is entitled to vote at the AGM.

b) Associate Membership

This may be bestowed at the discretion of the Committee with an option to purchase an Old Lancastrian tie or neck-scarf.

The following shall be eligible to become Associate Members of the Club:-

- i) The Headmaster of Lancaster Royal Grammar School
- ii) All past Headmasters
- iii) Members of the Development Office staff
- iv) All present members of the staff
- v) All past members of the staff
- vi) Any other person, at the discretion of the Club (for example, partners of deceased members)

c) Honorary Life Membership

This may be bestowed at the discretion of the Committee. An Honorary Life Member will receive a printed copy annually of the Newsletter and is entitled to vote at the AGM.

4) The President and Vice-President

- i) They will be elected annually at the Annual General Meeting of the Club.
- ii) The retiring President may attend committee meetings of the Old Lancastrian Club as an ex-officio member for twelve months should they so wish.

5) Officers

The Officers of the Club shall be Chairman, Treasurer and Secretary. They shall normally be elected for three years at the Annual General Meeting of the Club and shall be eligible for re-election.

6) Committee

- i) The Committee shall comprise the following:-
 - a) The Officers of the Club
 - b) The Headmaster (ex-officio)
 - c) Twelve members shall be elected by the Annual General Meeting to normally serve for three years and shall be eligible for re-election. If a member has not attended 50% of meetings in a given year, as defined by Rule 7(i), except for exceptional reasons such as illness, they shall be deemed to have tendered their resignation.
 - d) The Development Director (ex-officio)
 - e) Development Assistant – Alumni Relations and OL Club Liaison (ex-officio)
 - f) The President and Vice-President (ex-officio)
- ii) The Committee will elect a Membership Secretary to normally serve for three years.
- iii) One third of the members of the Committee shall comprise a quorum.
- iv) The Committee shall have the power to co-opt any member onto the Committee to serve for the continuation of the current year specifically to maintain the quota of twelve. Any nomination for the co-option of up to three additional members must be approved by the Officers and eight elected members of the Committee and must be an agenda item at a Committee Meeting of the Club. Such additional members serve for the continuation of the current year and are eligible to be re-co-opted.
- v) The Committee shall have full power to manage the affairs of the Club between Annual General Meetings and for the purpose shall have discretion to appoint sub-committees to deal with particular matters.
- vi) There will be a minimum of four Committee meetings each year. These will normally be held on the second Mondays of September, January, March and May. An agenda will be circulated at least seven days before any meeting.

7) Annual General Meeting

- i) The Club year shall run from Founders' Day to the next Founders' Day.
- ii) The Annual General Meeting shall be held on Founders' Day or within one week thereof.
- iii) Not less than 14 days' notice shall be given by the Committee to the members of any proposal or nomination received in accordance with paragraph (vi) hereof of any especial matter which the Committee proposes to bring before the Annual General Meeting.

- iv) Nominations for the appointment of Officers of the Club and membership of the Committee shall be submitted in writing with the names of the proposers and seconders to the Secretary before the 1st May preceding the Annual General Meeting.
- v) Twelve ordinary members of the Club, including one Officer, shall constitute a quorum.
- vi) Members wishing to make a proposal or nomination must notify the Secretary in writing before the 1st May, preceding the Annual General Meeting.
- vii) Any proposal or nomination shall be carried by 60% of members present at the Annual General Meeting.
- viii) In the event there are more nominees than vacancies for either an Officer or Committee member there shall be a paper ballot at the Annual General Meeting. The candidates receiving the highest number of votes will be elected.
- ix) In the absence of an Annual General Meeting due to circumstances beyond the control of the Club, the Officers and Committee members whose terms of office end will retain their membership of the Committee until the date of the next AGM.

8) Finance

- i) The Club subscription and the time and method of its payment shall be fixed by the Annual General Meeting and may be altered from time to time in accordance with Rule 7 (vi) hereof.
- ii) A Statement of Income and Expenditure and a Balance Sheet showing the financial position of the Club shall be presented to the Club by the Treasurer at the Annual General Meeting.
- iii) The Committee shall have full power to dispose of the funds of the Club in furtherance of the Purpose of the Club subject to four Levels of Authority:
 - Up to £250 with the approval of 2 Officers
 - £251 - £1000 with the approval of 2 Officers and 6 elected members
 - £1001 - £5000 with the approval of 10 from the Officers and elected members
 - Over £5000 with the approval of 12 from the Officers and elected membersA sum of money over £1000 must be an agenda item at a Committee Meeting of the Club.

9) Register of members

The Development Office shall keep the register of names and addresses of all members of the Club on its database. All information is held by Lancaster Royal Grammar School and complies with the requirements of the General Data Protection Regulation (GDPR) 2018.