



Vancouver School of Theology

## Friends of VST Constitution

Origin: Board Meeting, March 2009

*Jan. 9, 2009*

### **Constitution**

The name shall be 'Friends of Vancouver School of Theology'. VST is affiliated with the University of British Columbia.

#### **Aims and Objectives**

1. Through a network of friends, to support the ongoing work of Vancouver School of Theology.
2. To provide programs of interest to members of the Association
3. To promote relationship and understanding among ecumenical and inter-religious partners.

#### **By-Laws**

##### **Article I – Membership**

1. Members shall be persons interested in the work of Vancouver School of Theology

##### **Article II – Meetings**

1. Meetings shall be held 7 times a year (3 in the fall term, 3 in the spring term, 1 during summer school).
2. An Advisory Panel convened by the President of the Association will be convened twice a year to consider program development and project initiatives. The Panel will make recommendations to the Annual Business meeting regarding the work of the Association.
3. An Annual Business Meeting will be convened by the President of the Association.
4. All meetings shall include devotional time.

##### **Article III – Officers**

1. The Chancellor of VST shall serve as President of the 'Friends'.
2. A recording Secretary will be provided by the office of the Principal of VST.
3. A corresponding Secretary appointed by the membership at its Business Meeting each year.

##### **Article IV – Duties of Officers**

1. The President shall:
  - a) Convene an annual business meeting at which any business of the Association is to be conducted including: naming the members of the Advisory panel; receiving annual reports; making decisions with reference to program and development initiatives related to the Association; any matters related to development work involving the Association;
  - b) Preside at all gatherings of the association;
  - c) Ensure former Auxiliary student bursaries are maintained by VST
2. The Recording Secretary shall:
  - a) Keep a record of all meetings of the 'Friends'.
3. The Corresponding Secretary shall:
  - a) Attend to all correspondence in connection with the 'Friends'.

## **Article V – Standing Committees**

### **1. Advisory Panel**

- a) Convened by President twice a year to consider program development and project initiatives to further the work of VST.
- b) Makes recommendations to the Annual Business Meeting regarding the work of the Association.
- c) Encourages new membership.

### **2. Infrastructure Committee**

- a) Convened by Office of the Principal of VST.
- b) Responsible for implementing the work of the Association as proposed by the Advisory Panel and approved by the annual business meeting.
- c) Responsible for publicity, communications, public relations.

## **Article VI – Funds**

1. VST will maintain all existing named and endowed bursary funds '(transferred at maturity to VST)'.
2. VST's Development Office will manage any and all ongoing donations received through the Association.
3. VST's Director of Development will report annually to the Business Meeting of the Association.

\*Note: the above will come into play with a decision to amend bylaws and constitution, as detailed by Article XII of the current constitution.

**Article VII – Annual Reports** from the President of the Association, Principal, and Director of Development of VST shall be prepared and distributed at the Annual Business Meeting of the Association.

**Article VIII – Amendments to the Constitution and By-laws**

1. Amendments may be made at the Annual Business Meeting of the Association, with one month's notice.