

CONSTITUTION

of

The SourceSTAR ASSOCIATION

(Adopted on 19th June 2008)

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Name

1. The name of the Association is The SourceSTAR Association

The definition of the name is as follows:

- a. Source is defined as the Creative Force of Nature, God the Creator, the Divine.
 - b. Star is an acronym for Sekhem Transformed And Reborn. The word Sekhem is an ancient Egyptian word meaning power and it is used to describe the energy system as devised by Helen Belot.
 - c. The word energy is defined as subtle living energy deriving from Source.
2. The Association's registered office is to be situated in Scotland.
 3. The name, logo and acronym may not be used for any purpose without the prior written permission of the Association's Management Committee Secretary.

Objects

The SourceSTAR Association is an independent professional organisation that is non-profit making. All members of the Association will agree to abide within its regulatory purposes for the protection of the general public. The Objects for which the Association is established are for the purposes of education, training and guidance in the professional practice and provision of SourceSTAR energy.

4. The Association Objects are:
 - a. To associate individuals who are initiated into SourceSTAR, and its earlier form Helen Belot Sekhem, who practice the art of channelling SourceSTAR healing energy.
 - b. To associate appropriate individuals through a 'friends' membership category carrying no voting rights of The SourceSTAR Association.
 - c. To preserve, restore, develop and update the energy system of SourceSTAR.
 - d. To ensure delivery of specialised training and to encourage the use of the SourceSTAR healing system, maximising the availability of treatments to members of the Public.
 - e. To promote best practice in the delivery of SourceSTAR to the public.
 - f. To promote and support training in such skills that will enable and enhance the use of SourceSTAR Energy, to provide advice, support and an information network to members, and where appropriate to interested others and professionals who work directly with or alongside SourceSTAR practitioners.
 - g. To promote and oversee high standards in education and training in the SourceSTAR energy healing system and other complimentary skills.
 - h. To promote SourceSTAR as a complementary therapy to general medical practice and the healing process.
 - i. To provide advice on the development and evaluation of professional standards of service and training for SourceSTAR practitioners that may prove helpful in achieving recognition by any future appropriate statutory healthcare regulatory body.
 - j. To undertake appropriate research into the possible benefits of the SourceSTAR energy in healing and any other areas as determined by the Association from time to time.

- k. To promote and establish informal networks for members to exchange ideas, practise techniques and share experiences associated with healing in general and the SourceSTAR Energy in particular.
- l. To establish a guideline for the professional conduct expected of members of the Association.
- m. To represent SourceSTAR practitioners in discussions with relevant external agencies.
- n. To maintain a Register of associated members, Practitioners and Teachers, and those licensed to practice and teach SourceSTAR.
- o. To promote, operate and support charitable projects and initiatives for the public benefit and the wider good of the Community that are deemed appropriate.
- p. To promote environmental awareness and the use of the SourceSTAR energy in the healing of the planet.
- q. To help Association members, the Earth, plant, animal kingdom, and the human race with the intention of assisting them with their healing physically, emotionally, mentally and spiritually as appropriate.

The above must be achieved in a manner that respects priorities that may occasionally be set by full members of the Association and the Management Committee.

Powers

- 5. In pursuance of the objects set out in clause 4 (but not otherwise), the Association shall have the following powers:
 - a. To promote, support (financially or otherwise), and/or conduct projects and initiatives of all kinds that further any of the above objects.
 - b. To advise in relation to the preparation, organisation and/or conduct of all relevant conferences, seminars, workshops, meetings, educational and training events, courses and programmes.
 - c. To provide and review approved official course teaching manuals, and other materials as may be deemed necessary, for the competent teaching of SourceSTAR to accepted standards.

- d. To endorse teachers and practitioners of the SourceSTAR energy healing system who meet the required standards.
- e. To issue certificates or other means of proof of competence in the practice and teaching of the SourceSTAR energy healing system.
- f. To publish works related to the SourceSTAR healing system and other complementary information.
- g. To publish or support the publication of approved books, leaflets, magazines and other publications deemed appropriate, whether on paper or other approved form of communication, recording or transmission media, on the SourceSTAR energy healing system.
- h. To set guidelines and standards of best practice for the training and practice of the SourceSTAR energy healing system and to take reasonable steps to ensure adherence.
- i. To conduct and/or support desired research on the benefits of the SourceSTAR Energy System.
- j. To provide and/or assist in the provision of information, advisory and support services which advance the aims of the Association.
- k. To recognise opportunities for liaising with worldwide, European, UK, local government authorities and agencies, voluntary sector bodies and others, with a view to spreading the benefits of SourceSTAR to the public and advance the aims of The SourceSTAR Association.
- l. To carry on any other agreed activity that may be deemed advantageous in the pursuit or fulfilment of any objects of The SourceSTAR Association.
- m. To effect appropriate insurance of all kinds (which may include officers' liability insurance).
- n. To establish and/or support any other appropriate charitable body and to make donations for any other charitable purpose falling within the company's objects.
- o. To promote companies and associations whose activities may further one or more of the above objects or may generate income to support the activities of the Association.
- p. To employ staff as may be considered appropriate for the proper conduct of the Association's activities and to make reasonable

provision for the payment of pension and/or other benefits for members of staff, ex-members of staff and their dependents as appropriate.

- q. To take such steps as may be deemed appropriate for the purpose of raising funds for the Association's activities and to invite and receive contributions provided that in raising such funds the Management Committee shall not undertake any substantial permanent trading activities and shall conform to all requirements of the law.
- r. To enter into any arrangement with any organisation, government or authority which may be advantageous for the purposes of the activities of the company, and to enter into any arrangement for co-operation or mutual assistance with any charitable body.
- s. To accept grants, donations and legacies of any kinds and to accept any reasonable conditions attached to them.
- t. To oppose, or object to, any application or proceedings that may prejudice the Association's interest.
- u. In the event of the Association's growth and activities expanding sufficiently, to purchase, lease, hire or otherwise acquire, any property or rights and to equip any such property for use.
- v. To sell, lease or dispose of all or any part of the property of The SourceSTAR Association.
- w. If in the circumstance it is deemed appropriate to borrow money, all or any part of the property of the SourceSTAR Association may be charged with the repayment of money so borrowed.
- x. To appoint and constitute such advisory committees as the Management Committee may decide.
- y. To do all such lawful things which, may be incidental or conducive or necessary to the furtherance of any of the Association's objects.

And it is declared that

- (i) In the following clauses, "property" means any property, heritable or moveable, wherever situated.
- (ii) In the following clauses, and throughout the Constitution of Association, the word "charitable" shall have the meaning ascribed to it for the purposes of section 505 of the Income and Corporation

Taxes Act 1988, including any statutory amendment or re-enactment for the time being in force.

- z. The income and property of the Association shall be applied solely towards promoting the Association's objects.
- aa. No part of the income or property of the Association shall be paid or transferred (directly or indirectly) to the members of the Association, whether by way of dividend, bonus or otherwise.
- bb. No director or office bearer or member of the Management Committee shall be appointed as a paid employee of the Association; no director or office bearer shall hold office under the Association for which a salary or fee is payable.
- cc. No benefit (whether in money or in kind) shall be given by the Association to any director or office bearer or member of the Management Committee except (i) repayment of out-of-pockets expenses or (ii) reasonable payment in return for particular services (not being of management nature) actually rendered to the company.

Structure

- 6. The structure of the Association shall consist of:
 - a) The FRIENDS – Those who are interested in SourceSTAR energy, they may not necessarily be professionally trained in the system, or they may only have received a level 1 training but they have completed a satisfactory application form and they have paid the annual subscription fee. They are entitled to all literature, updates, newsletters and information to the appropriate level. Friends have no voting rights.
 - b) The FULL MEMBERS – Those who are Practitioners, Advanced Practitioners, Master Practitioners or Master Teachers of the SourceSTAR Energy System, they have the right to attend the annual general meeting (and any other special meetings) and have important powers under the constitution; in particular, the members elect the Management Committee and take decisions in relation to changes in the constitution.
 - c) The MANAGEMENT COMMITTEE - Those Full Members of the SourceSTAR Association who are appointed to hold office within the Association and who are responsible for holding regular meetings during the period between annual meetings and who generally control and supervise the activities of the Association; in particular the Management Committee is responsible for monitoring of the financial position of the Association. The Management Committee may constitute study groups and other committees responsible for specific activities of the Association.

Qualifications

7. Membership shall be open to all persons (over the age of 18) who are mindful of the practice of SourceSTAR and support its professional status.
8. Members, unless they join under the Friends category as specified in clause 10 of the constitution, must have been Initiated into, and undertaken and satisfactorily completed training in SourceSTAR (or previously Helen Belot Sekhem®) by a recognised qualified master teacher, thereby satisfying the educational and professional requirements of the SourceSTAR Energy system. They must have successfully completed casework required for qualification at their required level, and they must produce evidence of holding a relevant certificate issued by the master teacher.
9. Membership shall be open to all persons meeting the required Association standards who have been formally initiated into the Helen Belot Sekhem® Energy System either by her or by persons trained by her or their students and who hold a valid certificate of competence issued by such master teachers.
10. The Management Committee shall propose an Education and Accreditation Paper, outlining the minimum training requirements of each level of the system, to be adopted in the first general meeting of the Association.
11. Application for full membership shall include:
 - i) Evidence of holding a Certificate of satisfactory completion of SourceSTAR Level 2 or of Sekhem® Level 2 provided any required supplemental knowledge required to reach the required standards.
 - ii) Public Liability Insurance Certificate or any other insurance certificate as deemed appropriate by the Management Committee if practising SourceSTAR with the general public or teaching students;
 - iii) Outline of experience of using the SourceSTAR Energy system, including evidence of having satisfactorily completed a minimum of the number of treatments as stipulated by the Association.
 - iv) Continuing Professional Development outline since the training.
 - v) A completed application form for membership, including statement to abide by the Constitution, the Code of Ethics and Professional Practice and procedures of the Association.

- vi) A remittance to pay the required initial annual subscription as set by the SourceSTAR Association.
- 12. The Management Committee may, at its discretion, refuse to admit any person to membership of the Association.
- 13. For persons qualifying and meeting the requirements under clauses 7-11 above, the Membership Secretary of the Association shall issue a letter of acceptance to applicants, unless he or she is required or wishes to have the application determined by the Management Committee for whatever reason.
- 14. Should an application for membership be refused, the Management Committee shall return to the applicant the remittance lodged by him/her with the Association.
- 15. In a case of a refusal of entry to the Association, the person has the right of appeal to the Management Committee under the auspices of article 24.

Membership subscription

- 16. Membership subscription will be annual and rates shall be proposed by the Management Committee at the Annual Meeting and endorsed by members.
- 17. The first annual subscription shall be paid when an application for membership is made and it will be valid for 12 months or until the agreed period for annual subscription renewals.
- 18. Membership will normally be valid for a maximum of 12 months, but when part year membership is deemed appropriate this will be charged pro-rata.
- 19. Membership shall be renewed through the payment of the appropriate subscription rate.

Register of Members

- 20. The Association membership secretary will maintain a register of members setting out the full name and address of each member, their contact details, the level of competence on the SourceSTAR Energy system, the date on which s/he was admitted to membership, and the date on which any person ceased to be a member.
- 21. The Management Committee will hold this register safe and no information on individual members will be made available unless under the written authorisation of the member in question.

22. The Management Committee shall hold records of Professional Indemnity and Public Liability Insurance cover held by members.
23. The Management Committee shall hold register of all appointments and retirements of members of the Management Committee.
24. The Management Committee shall hold records of the members present at each meeting of the Management Committee.
25. The Association may publish a list of practitioners and master teachers, with the written authorisation of the member in question.

Withdrawal from membership

26. Any person who wishes to withdraw from membership shall sign and lodge written notice to that effect with the Association. Following receipt of the notice, s/he shall normally cease to be a member, but it may be appropriate in certain circumstances that the Association should consider relevant matters raised without undue delay.
27. Any person who ceases to be a member for whatever reason, whether lapsed, withdrawing from membership, or through expulsion, will have no claim to any of their paid membership fees or other funds, and/or income of the Association.

Expulsion from Membership

28. Any person, whether a member of the Management Committee or not, may be expelled from membership by way of resolution passed by majority vote in the annual meeting (meeting of members) provided the appropriate procedures have been observed.
29. The only reasons for expulsion may be the following:
 - a. The member is found to have been acting unprofessionally or has employed unscrupulous practices;
 - b. The member is found not to have complied with the Association's Constitution, Procedures, code of ethics and Code of Practice;
 - c. The member is found to be acting in a way that may bring the Association into disrepute;
30. In such cases at least 21 days notice of the intention to propose the resolution must be given to the member concerned specifying the grounds for the proposed expulsion.

31. The member concerned shall be entitled to be heard on the resolution at the general meeting the resolution is proposed.
32. Should the expulsion of a member be deemed appropriate, then the member to be expelled has the right to appeal to the Appeals Committee.

Appeals Procedure

33. If a potential member is refused entry to the Association or a member is expelled due to a resolution taken in the annual general meeting, they may appeal to the Management Committee of the Association.
34. The Management Committee will constitute within two months an Appeal Committee made of a minimum of 3 members of those appointed to serve upon an Appeals Committee to determine the appeal. Both sexes shall be represented in the Appeal Committee. The Appeals Committee will hear the case and receive representations from both the applicant, the Management Committee and may interview any relevant witnesses and gather relevant information required to reach an informed and fair decision. The Appeals Committee will report back within 5 weeks following the hearing. The decision of the Appeal Committee is final unless other evidence is brought to light that was not originally considered in the hearing, and that such evidence is considered by the Chair of the Appeals Committee to be of such significance that it may have resulted in a change in the verdict reached by the Appeals Committee.
35. All decisions of the Appeals Committee shall be circulated to all relevant members.

Complaints Procedure

36. The Management Committee shall prepare a Complaints Procedure to be agreed with or without amendments in the first annual general meeting of the Association.
37. The Complaints Procedure and Code of Ethics will be publicly, and may be available through the website of the Association.
38. At any time, the Management Committee may, upon members' request or otherwise, propose amendments to both the complaints procedure and the Code of Ethics. Such amendments will require to be agreed by the majority of the membership present at the following general meeting and by any official form of proxy or ballot.

Failure to pay the membership fee

39. Should a person fail to pay the membership fee within 3 months from the date the fee is due, the Association will automatically expel that

person from membership, without being required to take a resolution to that effect. The said person may rejoin the Association upon payment of the relevant membership fees and an additional 10% to cover administration costs.

General Meetings

40. The Management Committee shall convene an annual general meeting in each calendar year, no more than 15 months shall elapse between one annual general meeting and the next.
41. The business of each annual general meeting shall include:
 - a. a report by the chair on the activities of the Association.
 - b. a consideration of the annual accounts of the Association.
 - c. the election/re-election of retiring members of the Management Committee.
42. The Management Committee may convene a special general meeting at any time.

Notice of general meetings

43. At least 30 clear days notice must be given of any annual general meeting or any special general meeting; the notice must indicate the general nature of any business to be dealt with at the meeting and, in the case of a resolution to alter the constitution, the papers must set out the proposed alteration together with any necessary explanatory notes.
44. The reference to clear days in the clause 43 shall be taken to mean that in calculating the 30 days of the notice, the day that the notice is posted and the day of the meeting should be excluded.
45. Notice of every general meeting shall be given to all members. Where appropriate this may be done electronically.

Procedure at general meetings

46. No business shall be dealt with at any general meeting unless at least 6 members are present in person.
47. If 6 members are not present within 30 minutes after the time at which a general meeting was due to commence, the chair will postpone the meeting and fix a new time and place for another meeting.

48. If during the general meeting the number of members ceases to be 6 or greater, the Chair will stop the meeting and fix a time and place for the meeting to reconvene, however any resolution passed before such time will stand to have been adopted by the Association.
49. The chair of the Association shall preside as chair of each general meeting. If the Chair and vice Chair are absent or not willing or unable to preside, the members of the Management Committee will elect between them a chair for the particular meeting.
50. Every full paid up member shall have one vote.
51. In the event of an equal number of votes being cast for and against any resolution, the chairperson of the meeting shall be entitled to a casting vote.
52. The chair or at least two members present may demand that a resolution is decided under a secret ballot and such ballot shall take place.
53. If a secret ballot is demanded, it shall take place at the meeting and it shall be conducted in such manner as the chairperson may see fit, and the result of the ballot shall be declared at the meeting the ballot was demanded.
54. The Management Committee shall keep minutes of the proceedings at meetings of the Management Committee, any Sub Committee Meetings, official Members' Meetings, and the Annual General Meeting.

Members of the Management Committee

55. The Management Committee shall have a maximum of 11 members.

Eligibility

56. A person shall not be eligible for election/appointment to the Management Committee unless they are a full member of the association and they are also an endorsed Practitioner, Master Practitioner or Master Teacher of the SourceSTAR Energy.

Election, retiral, re-election

57. At each annual general meeting the members may elect members of the Management Committee.

58. At each annual general meeting all retiring Management Committee members shall retire from office, but they will be eligible for re-election.
59. The maximum number of consecutive years any committee member may serve in office without retiring is two, but he or she may be re-elected to the post.

Termination of Office

60. A member of the Management Committee shall automatically vacate office if:
- a. He/she ceases to become a full member of the association.
 - b. He/she resigns office by notice to the association.
 - c. He/she is absent (without permission of the Management Committee) from more than 3 consecutive meetings of the Management Committee and the Management Committee resolve to withdraw him/her from office.
 - d. He/she is found not to comply with the Constitution, the Code of Ethics and Professional Conduct, or the Equal Opportunities Statement of The SourceSTAR Association.

Register of Management Committee members and office bearers

61. The Management Committee shall maintain a register of Management Committee members, including their full name, address and contact information, their office, the date of which they became a Management Committee member and the date on which a person ceased to hold office as a Management Committee member.
62. The Management Committee will be elected by full members at an annual or special general meeting, or through a ballot of the members. The Management Committee members shall have the power to elect from amongst themselves, or where expertise is required to seek assistance from individual full members, any other sub-committees and sub-committee positions they consider advantageous to act in an advisory capacity to assist in the work of the Association.
63. All of the retiring office bearers shall cease to hold office prior to the election of office bearers at each annual general meeting but they shall be eligible for re-election on receiving appropriate nomination.
64. Any person elected shall cease to hold office if he/she ceases to be a member of the Management Committee or resigns with a written notice to that effect. The Management Committee may fill the vacant

post temporarily from within the Management Committee, but will ultimately seek nominations from the eligible membership.

Powers of Management Committee

65. Except as otherwise provided by this constitution the Association, its assets and undertakings are to be managed by the Management Committee, who may exercise all the powers of the Association, and in particular power to:
- a. Regulate meetings and proceedings and keep records thereof;
 - b. Delegate any of its powers and functions to any members or group of members provided that all actions of any such group shall be reported to and confirmed by the Management Committee, the only exception to this being the Appeals Committee, whose decision the Management Committee may not challenge;
 - c. Appoint signatories that shall be empowered to operate bank accounts for the SourceSTAR Association, provided that no less than two signatures from the appointed signatories are provided for each transaction and at least one is a Management Committee member;
 - d. Present rules and regulations for the professional practice and conduct of SourceSTAR Association to the Membership for adoption;
 - e. Give ruling for the interpretation of the Constitution of the SourceSTAR Association and any other rules and regulations of the SourceSTAR Association; and,
 - a. Employ such staff as may be deemed necessary on such terms as the Management Committee sees fit.

Personal Interests

66. A member of the Management Committee who has personal interest in any transaction or arrangement that the Association is proposed to enter into, must declare that interest at the relevant meeting of the Management Committee, and he/she shall not vote on this matter.
67. For the purposes of clause 67, a person shall be deemed to have a personal interest in an arrangement if any partner or other close relative of his/hers or any firm of which he/she is a partner or any limited company of which he/she is a substantial shareholder or director, has a personal interest in that arrangement.
68. Under these circumstances, provided
- (a) he/she has declared his/her interest
 - (b) he/she has not voted on the question of whether or not the association should enter into the relevant arrangement and

- (c) a member of the Management Committee will not be debarred from entering into an arrangement with the association in which he/she has a personal interest (or is deemed to have a personal interest under clause 67) and may retain any personal benefit which he/she gains from his/her participation in that arrangement.
69. No member of the Management Committee, or family member of a member of the Management Committee may serve as a paid employee (full time or part time) of the association, and no member of the Management Committee may be given any remuneration by the association for carrying out his/her duties as a member of the Management Committee.
70. Where a Management Committee member provides services to the Association or might benefit from any remuneration paid to a connected party for such services, then
- (a) the maximum amount of the remuneration must be specified in a written agreement and must be reasonable
- (b) the Management Committee members must be satisfied that it would be in the interests of the Association to enter into the arrangement (taking account of that maximum amount)
71. The members of the Management Committee may be paid all travelling and other expenses reasonably incurred by them in connection with their attendance at meetings of the Management Committee, general meetings, or meetings of committees, or otherwise in connection with the carrying-out of their duties.

Procedure at Management Committee meetings

72. Any member of the Management Committee may request a meeting of the Management Committee to the Chair or in writing to the secretary to call a meeting of the Management Committee.
73. All members, including members of the Management Committee shall receive a minimum of 14 days notice of invitation to the meeting together with an agenda for the meeting.
74. Questions arising at a meeting of the Management Committee shall be decided by a majority of votes. If an equality of votes arises, the chairperson of the meeting shall have a casting vote.
75. No business shall be dealt with at a meeting of the Management Committee unless a quorum is present; the quorum for meetings of the Management Committee shall be 4 persons.
76. If at any time the number of Management Committee members in office falls below the number fixed as the quorum, the remaining

Management Committee member(s) may act only as a information discussion group and will set a time for another business meeting for the purpose of filling vacancies.

77. Unless he/she is unwilling to do so, the chair of the SourceSTAR Association shall preside as chairperson at every Management Committee meeting at which he/she is present; if the chair is unwilling to act as chairperson or is not present then the vice chairperson will chair. If unexpectedly neither the chair or vice chair is present to act as chairperson, then 30 minutes following the scheduled start time for the meeting, the Management Committee members present shall elect from among themselves, the person who will act as chairperson of the meeting.
78. The Management Committee may, at its discretion, allow any person who they reasonably consider appropriate, to attend and speak at any meeting of the Management Committee. For the avoidance of doubt, any such person who is invited to attend a Management Committee meeting shall not be entitled to vote, unless as a full member of the Association.
79. A Management Committee member shall not vote at a Management Committee meeting (or at a meeting of a committee) on any resolution concerning a matter in which he/she has a personal interest which conflicts (or may conflict) with the interests of the Association, and he/she must withdraw from the meeting while an item of that nature is being dealt with.
80. Minutes of any Management Committee meeting will be produced and circulated to all relevant members within 21 days of the meeting.

Conduct of members of the Management Committee

81. Each of the members of the Management Committee shall, in exercising his/her functions as a member of the Management Committee of The SourceSTAR Association, act in the interests of the Association; and, in particular,
 - (a) must seek, in good faith, to ensure that the Association acts in a manner which is in accordance with its objects (as set out in this constitution)
 - (b) must act with the care and diligence which it is reasonable to expect of a person who is managing the affairs of another person
 - (c) in circumstances giving rise to the possibility of a conflict of interest between the association and any other party

- (i) must put the interests of the association before that of the other party, in taking decisions as a member of the Management Committee
 - (ii) where any other duty prevents him/her from doing so, disclose the conflicting interest to the association and refrain from participating in any discussions or decisions involving the other members of the Management Committee with regard to the matter in question
- (d) must ensure that the association complies with any direction, requirement, notice or duty imposed on it by the Charities and Trustee Investment (Scotland) Act 2005.

Delegation to sub-committees

82. The Management Committee may delegate reasonable powers to any sub-committee consisting of one or more Management Committee members and such other persons (if any) as the Management Committee may determine; and they may also delegate to the chair of the association (or the holder of any other post) such reasonable powers as they may consider appropriate providing such action is in the best interests of the Association.
83. Any delegation of powers under clause 83 may be made subject to such conditions as the Management Committee may impose and may be revoked or altered by the committee.
84. The rules of procedure for any sub-committee shall be as prescribed by the Management Committee.

Operation of accounts and holding of property

85. The signatures of two out of the signatories appointed by the Management Committee shall be required in relation to all operations (other than lodgement of funds) on any bank and building society accounts held by the association; at least one out of the two signatures must be the signature of the treasurer.
86. The Management Committee shall ensure that proper accounting records are maintained in accordance with all applicable statutory requirements.
87. The Management Committee shall prepare annual accounts, complying with all relevant statutory requirements. If an audit is required under any statutory provisions, or if they otherwise think fit, they shall ensure that an audit of such accounts is carried out and have the power to appoint a qualified auditor.

Notices

88. Any notice which requires to be given to a member under this constitution shall be in writing; such a notice may either be given personally to the member, sent through postal services, or be sent by electronic post with the receipt option activated, addressed to the member at the electronic address last intimated by him/her to the association.

Dissolution

89. If the Management Committee determines that it is necessary or appropriate that the association be dissolved, it shall convene a meeting of the members giving not less than 30 days' notice of the meeting (stating the terms of the proposed resolution of dissolution) shall be given.
90. If a proposal by the Management Committee to dissolve the association is confirmed by a two-thirds majority of those present, the Management Committee shall have power to dispose of any assets held by or on behalf of the association - and any assets remaining after satisfaction of the debts and liabilities of the association shall be transferred to some other charitable body or bodies having objects similar to those of the association. The identity of the charitable body or bodies to which such assets are transferred shall be determined by the members of the association at, or prior to, the time of dissolution.
91. For the avoidance of doubt, other than for recently received membership fees and payments as appropriate, no part of the income or property of the association shall (otherwise than in pursuance of the association's charitable objects) be paid or transferred (directly or indirectly) to the members, either in the course of the association's existence or on dissolution.

Alterations to the constitution

93. The constitution may be altered by a resolution passed by not less than two-thirds of those present and voting at a general meeting, providing due notice of the meeting, and of the resolution, is given.

Codes of Ethics applicable to members

94. The SourceSTAR Association expects and charges all of its members to conduct themselves at all times in such manner as to not bring the Association and its good name to disrepute. Each member shall be required to sign a statement to the effect that she or he has read and understood the Code of Ethics and the Constitution and agrees to abide by them.

Equal Opportunities Statement

The SourceSTAR Association opposes all form of discrimination on the grounds of racial or ethnic origin, cultural or religious background, disability, gender, sexual orientation, age or employment status and criminal conviction in accordance with law.

The SourceSTAR Association will endeavour to eliminate any discriminatory practices from its operations and will promote equality of opportunity.

Partners and other associates engaged to work with or for The SourceSTAR Association should be recruited, offered training and other opportunities on the basis of objective criteria, ability and suitability. There will be no discrimination on the grounds of racial or ethnic origin, cultural or religious background, disability, gender, sexual orientation, or age. This policy will be made explicit in courses, publicity, literature and in all descriptions/person specifications as appropriate.

Procedures shall be developed to ensure that any grievance brought by any person employed, or otherwise involved with The SourceSTAR Association, because he/she believes that they have suffered inequitable treatment within the scope of this policy, will be dealt with fairly and promptly, and in accordance with the procedures of the Association.

Any employee or person otherwise engaged in the work of The SourceSTAR Association who is found to have behaved in a discriminatory manner or to have expressed prejudice in terms of any individual's race or ethnic, cultural or religious background, disability, gender, sexual orientation or age, will be liable to disciplinary procedures. Any person who complains of being subject to such incidents of discrimination or expression or prejudice will have the right to have their complaint investigated under the procedures of the Association.

The SourceSTAR Association, its officers and associates, recognise their collective and individual responsibility in implementing this policy.

95. Any reference in this constitution to a provision of any legislation shall include any statutory modification or re-enactment of that provision in force from time to time.
96. The initial members of the Management Committee, and the positions held by each, shall be as set out below.