

## TERMS OF REFERENCE FOR GUARDIANS OF THE SOLENT YACHT CLUB

### 1. Title

Guardian

### 2. Role

The Role of a Guardian is to watch over the interests of the Club as a whole providing advice, support and continuity to the Flag Officers and General Committee.

### 3. Appointment

The General Committee may appoint no less than two and not more than four Guardians who are appointed for an initial term of four years. The term of office may be extended by a further four years to a maximum of eight by mutual consent between the individual concerned and the General Committee.

Guardians will generally be appointed from past flag officers, general committee members and Club members of at least ten years standing. All prospective Guardians must have a good understanding of the Club's management, traditions and ethos.

### 4. Specific tasks and responsibilities undertaken by a Guardian

3.1 Represent the interests of the members as a whole and respond to, and offer advice upon, any matter relating to the longer-term strategy of the Club which may require the commitment of significant financial or other resources or affect the image or ethos of the Club.

3.2 Comment upon or offer advice to the General Committee on any current issue which they consider would assist the General Committee in its deliberations.

3.3 Meet as required but a minimum of twice a year. For such meetings Guardians may call upon such administrative support from the Club as is necessary. Should the presence of the Commodore or a specific flag officer be considered necessary for a particular meeting or agenda item then they may request his or her presence and the individual concerned will take all reasonable steps to comply with such a request.

3.4 A Guardian is entitled to attend all meetings of the General Committee and it is hoped that at least one of their number will attend each meeting. Every Guardian is expected to attend a minimum of three general committee meetings a year.

3.5 Guardians will enjoy the same speaking rights at General Committee meetings as all other members of the General Committee but will not have the right to vote.

3.6 Should the Guardians consider that the General Committee is about to embark on a course of action that will have a serious detrimental effect on the financial stability, image or ethos of the Club they are to bring the matter to the attention of the Commodore in writing. If, after reconsideration, the General Committee continues with the course of action in dispute the Guardians may call a special general meeting, provided that they are unanimous in their decision.

3.7 From time to time the Commodore may ask Guardians to represent the Club at external events.

### 5. Keeping the Commodore Informed

It is considered good practice for the Guardians to keep the Commodore apprised of all relevant discussions.

**6. Contact with Staff**

The Guardian may wish to hold meetings with the Secretary as required. Any direct dealings with staff on guardian-related business should only take place in exceptional circumstances and only with the permission of the Commodore or Secretary.

**7. Review of this TOR document**

This document should be reviewed every 5 years or earlier if appropriate.

*Approved by the GC on 28<sup>th</sup> January 2022*