



Reading Football Supporters' Society Limited,
Registered Office: c/o Vale & West, Victoria House
26 Queen Victoria Street, Reading. RG1 1TG.

www.star-reading.org

DEFINITION OF TERMS

| Date of Review | Reason for review | Amendments |
|-----------------------|--------------------------|-------------------|
| 12/03/2015 | Paper Approved | Not Applicable |
| 08/06/2017 | Periodic Review | No changes |
| 09/08/2018 | Periodic Review | No changes |
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1.0 Introduction

- 1.1 This document is drafted in accordance with the Rules of Reading Football Supporters' Society Limited and sets out the definitions of terms used within this document, the various policy documents and standing orders produced and adopted by the Society. It has been adopted pursuant to a resolution of the Society Board at a Meeting held on 12 March 2015.
- 1.2 The purpose of this document is to ensure that terms used throughout the various policies and standing orders adopted by the Society from time to time have common meanings wherever they occur in order to aid understanding and consistency.
- 1.3 This document should be read in conjunction with all policies and standing orders adopted by the Society.
- 1.4 The definitions in this document do not necessarily apply to terms within the Rules where different interpretations of some of the terms are specified.

2.0 Definitions

- 1 -

2.1 The Society:

- 2.1.1 "Society" means Reading Football Supporters' Society Limited
- 2.1.2 "Supporters' Trust at Reading" or "STAR" means the trading name of the Society, by which it is generally known.
- 2.1.3 "Society Board" means the elected Board of the Society plus any co-opted Society Board Members.
- 2.1.4 "AGM" means the annual general meeting of the Society.
- 2.1.5 "SGM" means a special general meeting of the Society.

2.2 Members:

- 2.2.1 "Member" means a member of the Society.
- 2.2.2 "Data Controller" means the Member, appointed by the Society Board with delegated responsibility for the Society's declaration to the Data Protection Registrar and for implementing the separate Data Protection policy.
- 2.2.3 "Membership Secretary" means the Member, appointed by the Society Board, with delegated responsibility for maintaining the Society's Membership records.
- 2.2.4 "Safeguarding Officer" means the Member, appointed by the Society Board, with delegated responsibility for maintaining the register of Members who have been DBS checked and for implementing the separate Safeguarding policy.
- 2.2.5 "Secretary" means the secretary of the Society who has been appointed by the Society Board.

2.3 Society Board

- 2.3.1 "Society Board Member" means a Member of the Society Board including any person co-opted onto the Society Board in accordance with the Rules.
- 2.3.2 "Co-opted Member" means a person who has been elected to the Society Board by Society Board Members but not elected by the Members.
- 2.3.3 "Elected Member" means a Member who has been elected to the Society Board by the Members.
- 2.3.4 "EMG" means the Election Management Group.
- 2.3.5 "Officer" means the Chair, Deputy Chair or Treasurer of the Society.
- 2.3.6 "Chair" means the chair of the Society; elected in accordance with the Board Membership and Conduct Policy.
- 2.3.7 "Deputy Chair" means a deputy chair of the Society; elected in accordance with the Board Membership and Conduct Policy.
- 2.3.8 "Treasurer" means the Treasurer of the Society; elected in accordance with the Board Membership and Conduct Policy.
- 2.3.9 "Sub-committees, Management Committees or Groups" means bodies, subsidiary to the Society Board, created by the Society Board to undertake work on behalf of the Society in accordance with terms of reference approved by the Society Board.

2.4 Rules and Policies

- 2.4.1 “Board Membership and Conduct Policy” means a detailed set of regulations, laying out the procedures and standards to be adopted and displayed by Society Board Members.
- 2.4.2 “Disciplinary Policy” means a detailed set of regulations laying out the standard of conduct that the Society expects its members to display and procedures to be followed in the event of breaches.
- 2.4.3 “Disciplinary Offence” means an Indictable Offence or such act or deed which is likely to bring the Society’s name and/or reputation into disrepute and/or is in contrast to the terms or spirit of the Rules and/or the policies of the Society.
- 2.4.4 “Election Policy” means a detailed set of regulations laying out the procedures and standards to be adopted for elections to the Society Board.
- 2.4.5 “Election Period” means the period from the date each year on which the Secretary issues nomination forms to Members until 3 days after the announcement of the result of the election to which the nomination forms relate.
- 2.4.6 “Finance Policy” means a detailed set of regulations laying out the procedures and standards to be adopted in relation to the control of the Society’s finances.
- 2.4.7 “Indictable Offence” means a criminal offence (other than a spent conviction as defined by the Rehabilitation of Offenders Act 1974) that has been tried by a Crown Court.
- 2.4.8 “Rules” means the rules and regulations of the Society laid out in the separate Rules document.