

Constitution of the Clearfield County Amateur Radio Club

Revised October 2013
Further Revised December 2013

Preamble

We, the undersigned, wishing to secure for ourselves the pleasures and benefits of an association of persons commonly interested in Amateur Radio, constitute ourselves the Clearfield County Amateur Radio Club of Clearfield County Pennsylvania and enact this constitution as our governing law. It shall be our purpose to further the exchange of information and cooperation between members, to promote radio knowledge, fraternalism and individual operating efficiency, and to so conduct club programs and activities as to advance the general interest and welfare of Amateur Radio in the community.

Article I Membership

All persons interested in Amateur Radio communications shall be eligible for membership. Membership shall be by written application and acceptance upon such terms as the club shall provide in its By-Laws.

Membership may not be denied because of race, creed, color, religion, gender, sexual orientation, political affiliation, marital status or any other reason that would be biased or prejudicial.

Article II Officers

Section. 1. Offices

The officers of this club shall be President, Vice-President, Secretary, Treasurer, and three Directors. In addition, the officers are also members of the club's Board of Directors.

Section. 2. Election

The officers of this club shall be elected by ballot of the members present, provided there be a quorum, at the November meeting.

Section 3. Term limits

An individual may not hold the same office for more than two consecutive terms. An individual may not hold more than one office during the same term. Officers, with the exception of Director (s), will be elected for a term of one year. Directors will serve for three year terms, with one director being elected each year. (The first election will be for one Director for three years, one Director for two years, and one Director for one year.)

Section. 4. Vacancies

Vacancies occurring between elections must be filled by special elections at the first regular meeting following the withdrawal or resignation.

Section 5. Eligibility

In order to hold an office an individual must be a Full member in good standing for at least one year and hold a valid Amateur Radio license. Good standing is defined in the By-Laws of this club.

Section 6. Resignation

Any officer may resign his/her position in writing at which time all records and assets of the club will be turned over to the President or Vice President.

Section 7. Removal of Officers

Officers may be removed from office for cause, upon written petition of at least six (6) full members presented to the President or Vice President. After investigation the petition will be presented to the membership at the next regular meeting of the club and a voted on by the voting membership. Removal of an officer requires a two - thirds vote of the voting membership constituting a quorum.

Article III Duties of Officers

Section. 1. President

The President shall preside at all meetings, and conduct the meetings according to the rules adopted. He/she shall enforce due observance of this Constitution and By-Laws; decide all questions of order; sign all official documents adopted by the club, and perform all other duties pertaining to the office of President.

Section. 2. Vice President

The Vice-President shall assume all the duties of the President in his/her absence. In addition, he/she shall organize club activities and advance club interest and activity as approved by the club. He/she shall maintain close liaison with the ARRL's Clearfield County ARES® Emergency Coordinator and the Clearfield County RACES Radio Officer to further club participation in emergency communications efforts.

Section. 3. Secretary

The Secretary shall keep a record of the proceedings of all meetings, keep a roll of members, submit membership applications, carry on all correspondence, read communications at each meeting, and mail written meeting notices to each member. At the expiration of his/her term he/she shall turn over all items belonging to the club

to his/her successor.

Section. 4. Treasurer

The Treasurer shall receive and receipt all monies paid to the club; keep an accurate account of all monies received and expended; pay no bills without proper authorization (by the club or its officers constituting a business committee). At the end of each quarter he/she shall submit an itemized statement of disbursements and receipts. At the end of his/her term he/she shall turn over everything in his/her possession belonging to the club to his/her successor.

Article IV Meetings

The By-Laws shall provide for regular and special meetings. At meetings, a minimum of five full members shall constitute a quorum for the transaction of business. Robert's Rules of Order shall govern proceedings.

Article V Dues

The club, by majority vote of those voting members present at the November meeting, may levy upon the general membership such dues as shall be deemed necessary for the business of the organization. Non-payment of such dues shall be cause for expulsion from the club within the discretion of the membership.

Article VI Membership Assistance

The club, through its members, Public Relations, and Operating Committees will provide technical advice to members concerning equipment design and operation to assist in frequency observance, clean signals, uniform practice, and absence of spurious radiation's from club member stations. The club shall also maintain a program to foster and guide public relations.

Article VII Club Call sign

The club may elect to apply for a club call sign as provided by FCC rules Part 97. The President shall assign trusteeship of the club call sign.

The trustee shall:

1. Be a full member of the club in good standing, as defined in the By-Laws.
2. Meet FCC requirements to be a trustee.
3. Not had his/her Radio Amateur licensed revoked or sanctioned at any time.

Article VIII Dissolution of The Club

Section 1. Termination of Operations

In the event that the Board of Directors votes that the Club should be dissolved the motion for dissolution must receive more than two thirds vote of the full voting membership to pass.

Section 2. Disposition of Assets

The Board of Directors shall handle the disbursement of all assets of the club. No member or group of members shall receive benefit from the assets. All equipment will be sold and net proceeds donated to a non-profit organization. All remaining cash will be donated to a non-profit organization.

Article IX Amendments

This constitution or By-Laws may be amended by a two-thirds vote of the total voting membership. Proposals for amendments shall be submitted in writing at a regular meeting and shall be voted on at the next following regular meeting, provided all members have been notified by e-mail and/or mail of the intent to amend the constitution and/or By-Laws at said meeting.

By-Laws of the Clearfield County Amateur Radio Club

1. Secretary

It shall be the duty of the Secretary to keep the constitution and By-Laws of the club and have the same with him/her at every meeting. He/she shall note all amendments, changes and additions on the constitution and shall permit it to be consulted by members upon request.

2. Membership

Full membership is open to licensed Radio Amateurs who are full-time residents of Clearfield County. Full membership includes all club privileges as well as the right to hold club office and to vote for club officers.

Associate membership privileges are limited. Associate members may not hold club offices, vote on any matter at a club meeting, or participate in any club committee. Associate Membership is open to those residents both in and outside Clearfield County interested in amateur radio.

Applications for membership shall be submitted at regular meetings. The application is to be voted on at the next regular club meeting. Membership shall become effective following a vote to accept the application into membership.

All members are required to be in good standing. Full Membership in good standing shall be defined as anyone who has held a valid amateur radio license for more than twelve consecutive months, has not been removed from club office in the past twelve months, is current with club dues, and is of upstanding character. Associate Membership in good standing shall be defined as anyone who is current with club dues and is of upstanding character.

3. Meetings

Regular meetings shall be held monthly at a time that is mutually agreed upon by the voting quorum at the previous meeting.

Special meetings may be called by the President upon the written request of at least six club members. Notices shall be sent to members concerning special meetings and the business to be transacted. Only such business as designated shall be transacted. Such notices shall be sent so that they arrive not less than 24 hours before the meeting.

4. Dues and Fees

The club membership may vote upon and enact annual dues in accordance with the

provisions of Article V of the constitution for the purpose of providing funds for expenses. If enacted, membership dues are payable by January 1st of each year. Any member whose dues are not paid by March 1st will be considered inactive, not in good standing and removed from the membership roster. Inactive members have no voting privileges. Termination of membership either by resignation or expulsion will not constitute a refund of dues paid.

5. Elections

Officer elections will be held annually at the regular November meeting. Officers will assume their elected office January 1 of the following year.

Nomination Committee

The President will appoint a nomination committee prior to elections. The committee will be charged with finding qualified candidates to run for office. The committee will present a ballot to the president at the October meeting (one month prior to elections) at which time the President will entertain a motion for nominations and to accept the ballot. The final ballot will be published and made available to all club members by e-mail and/or mail. The president will dissolve the Nomination Committee after the annual elections.

Voting

Voting will be done using paper ballots. Immediately after voting the ballots will be counted openly in front of the membership. Any candidate may request a recount of the ballots. In the case of an unopposed slate the President may entertain a motion for the Secretary to cast a single ballot.

6. Committees

Committees may be established as necessary by the club President. Committees shall consist of at least three and a maximum of five members (appointed by the club President). Each committee is to be given a clear scope and purpose for their assigned activities and will report its results to the club.