

BIG BEND AMATEUR RADIO CLUB CONSTITUTION

ARTICLE I

Section 1. This Organization shall be known as the Big Bend Amateur Radio Club.

Section 2. This Organization shall be incorporated under the benevolent and fraternal provisions of the General Not-For-Profit Corporation Act of the State of Illinois.

ARTICLE II

Purpose

Section 1. To extend the knowledge of amateur radio and the art of electronics.

Section 2. To bring together amateur radio operators and to increase interest and activity in the hobby of electronics.

Section 3. To promote the mutual interests of its members and the public in amateur or "ham" radio operation and to provide a system of communication for civil defense and disaster emergencies for the protection, assistance and welfare of the general public.

BY – LAWS

ARTICLE III

Membership

Section 1. **ELIGIBILITY.** Any person holding a valid amateur license is eligible for full membership; any person having an interest in amateur radio is eligible to become an associate member but shall not be entitled to vote on club matters.

Section 2. **APPLICATION.** At any regular or special meeting, any eligible person may apply for membership by indicating to the meeting that he or she desires to become a member. The voting members then present may act on such application at that time or postpone such action until such time and for such reasons as a majority of the members then present may decide. Such decision on whether to act on a membership application may be made out of the presence of the applicant and after such discussion as the presiding officer of the meeting deems appropriate.

Section 3. **VOTING ON MEMBERSHIP.** The decision to act upon an application for membership shall be determined upon proper motion and by a majority of the voting members present at such meeting. Upon deciding to act upon a membership application, an election shall be held by the voting members present at such meeting. Such election shall be held by secret ballot upon request of any voting member present at such meeting. The presiding officer at such meeting shall count the votes and the applicant shall be entitled into membership upon registering his full name, call sign, if any, and address with the Club Secretary and upon payment of the appropriate dues, provided there are not more than two votes against membership. If there are three or more votes against membership, the Chairman of the Membership Committee shall advise the applicant that he was denied membership and state the reasons therefore and such applicant shall be barred from Club membership for the remainder of the calendar year. The above membership procedures shall apply to all former members seeking to renew their membership after a lapse therein.

Section 4. **ARREARS.** Any member whose dues are in arrears beyond March 1 of any given year shall automatically be dropped from the membership roll of the Club and reinstated only in accordance with ARTICLE III, Section 5.

Section 5. Any member who has been dropped from the roll in accordance with ARTICLE III, Section 4, may be reinstated upon application as a new member.

Section 6. An honorary membership may be conferred by three-quarters vote of the members present and voting at a regular business meeting. Nomination for honorary membership may be made by any voting member present at any meeting. The length of any honorary membership shall be determined at the time of the proposal. Section 4 and Section 5 of this ARTICLE shall not apply to members admitted in accordance with this section.

ARTICLE IV

Meetings

Section 1. REGULAR MEETINGS. The Club shall meet the third Thursday of each Month at 6:30 P.M. at the Hancock County ESDA Office, 1006 Wabash Street Carthage, Illinois. A meeting reminder via email will be sent the first week of the month.

Section 2. ANNUAL MEETING. No Annual meeting will be held at this time

Section 3. SPECIAL MEETINGS. Special meetings may be held at any reasonable time by order of the President who shall require the Secretary to give at least five days written notice thereof to all members in good standing stating the reason or reasons for which the meeting is called. The President shall order a special meeting whenever ten members in good standing may so request in writing by giving notice of the particular business they wish to bring before the Club at such meeting. No business other than that for which such a meeting may be called may be transacted at any special meeting.

Section 4. QUORUM. Four members in good standing, including at least one elected officer of the Club, shall constitute a quorum for the transaction of business at any regular or special meeting except for voting on membership, at which time at least two elected officers of the Club shall be present.

ARTICLE V

Officers

Section 1. ROSTER. The officers of the Club shall be as follows: President, Vice President, Secretary, Treasurer and Net call member. The President may appoint a Radio Officer, Assistant Secretary, Editor of the Newsletter and such other officers as may be necessary or advisable to carry on the business of the Club.

Section 2. HOW ELECTED. The officers shall be elected by secret ballot. No absentee balloting shall be allowed.

Section 3. TERM OF OFFICE. The term of office of all elective officers shall be for one year beginning in January.

Section 4. NOMINATIONS AND ELECTIONS. The President of the Club shall appoint a Nominating Committee of not less than three members at the regular meeting in November. It shall be the duty of the Nominating Committee to report at least one nominee for each elective office of the Club at its regular meeting in December. The elective officers for the Club for the ensuing year shall be elected at the regular December meeting of the Club.

Section 5. ELECTIONS. Ballots shall be prepared by the Secretary. The President shall appoint three tellers who will distribute the ballots to the membership. After the ballots have been marked by the members and upon proof to the satisfaction of the tellers that they are in good standing with the Club, the ballots shall be collected. The balloting shall close upon a majority vote of the membership present and voting. The tellers shall then count the ballots. The nominee receiving the majority of the votes cast for each office shall be declared elected.

Section 6. INSTALLATION. The incoming officers shall be installed at the meeting in January.

Section 7. VACANCY OF OFFICE. Vacancies occurring for any reason shall be filled by nomination and election at the next regular meeting. Notice of such election shall be given at the previous meeting of sent to each member in good standing at least five days before the date specified for such election. The term of the replacement officer shall end at the time the original officers' term would have ended.

ARTICLE VI

Committees

Section 1. STANDING COMMITTEES. The President shall appoint the following standing committees having any number of members unless stated otherwise below:

A. Program Committee - The Vice President shall be appointed to and be the Chairman of this Committee.

B. Executive Committee - The Committee shall be composed of all of the elected officers of the Club and the immediate past President of the Club and no others. The Club President shall be the Chairman of this Committee.

C. Membership Committee

D. Club Station Committee

Section 2. OTHER COMMITTEES. The President may appoint such other committees for such purposes as may be necessary and advisable.

Section 3. DUTIES. It will be the duty of the committee appointed in accordance herewith to attend to such matters as may be designated by the President or by a majority vote of the members present and voting at any regular or special meeting and to make reports of their action or findings at the next regular meeting.

Section 4. LENGTH OF SERVICE. All standing committees shall function throughout the Club year. Other committees shall function until the particular assignment is accomplished and a final report made or until dissolved by the President or a majority vote of the members present and voting at any regular or special meeting. Members of any such committee so drafted may be removed by the President or by a majority vote of the members present and voting at any regular or special meeting. Vacancies are to be filled by the same procedure provided for the formation of the original committee.

ARTICLE VII

Finance

Section 1. ANNUAL DUES. The annual dues for each member holding a valid FCC issued Amateur Radio license shall be \$10, Any licensed amateur living more than 50 miles from Hancock County seeking a non-voting associate membership, unlicensed associate members, and each member who is a full time student shall pay \$5.00 in annual dues. Newly licensed Amateurs who apply and are accepted for membership shall pay no dues during the calendar year they are first licensed.

Section 2. DELINQUENT DUES. The Treasurer shall report the names of all members who have not paid current dues by March 1 of each year to the Secretary and President of the Club. All persons who have not paid current dues by March 1 of any one year shall automatically be dropped from the rolls of the Club.

Section 3. The Treasurer shall pay no bills on account rendered against the Club or any activity of the Club unless such bills or accounts have been previously approved by the Executive Committee or the Club at large as a proper obligation of the Club, provided, the Treasurer may pay any bill on account of \$50.00 or less without previous approval of the Executive Committee or the Club at large.

Section 4. All money owed to the Club or derived through Club activities shall be paid to the Treasurer. No activity shall be undertaken without the approval of the Club or the Executive Committee.

Section 5. The Treasurer or any officer or member of the Club shall not accept any donation, gift or contribution of money, other than membership dues, for or on behalf of the Club or any activity of the Club, unless the Club shall first have authorized the acceptance of such donation, gift or contribution of money; nor shall the Club reimburse any member for any money borrowed, advanced or loaned directly or indirectly or paid for any obligation, for or on behalf of the Club or any activity of the Club, unless and until a motion for reimbursement shall first have been approved by the Club or Executive Committee.

Section 6. EXECUTIVE COMMITTEE AUDIT. The Executive Committee shall make a careful and complete audit of the books and accounts of the Treasurer of the Club and report the results of such audit to the Club at the February Club meeting. Such individual audits shall be made as directed by the Executive Committee or motion voted on and approved by the Club at a regular meeting.

Section 7. FUNDS. All money shall be deposited by the Treasurer in the name of the club with such federally insured financial institutions as he deems appropriate.

Section 8. No officer of the Club shall be entitled to remuneration for his services.

Section 9. CLUB STATION EQUIPMENT. Equipment and hardware used to establish, operate and maintain any Club owned sponsored and operated amateur radio station shall be club owned. The loan of any item to the Club for such use must have prior approval of the club by a two-thirds majority vote of the members present and voting at a regular or special meeting. Any equipment or hardware donated to the club for such use shall have the prior approval of the club by majority vote of the members present and voting at a regular or special meeting. Such donations shall be offered and accepted without condition regarding the use, disposition or eventual disposal of said equipment or hardware. Club sponsored and operated limited duration special event or contest stations and emergency communications situations including drills are exempt from the provisions of this section. However, no financial responsibility either expressed or implied shall be assumed by the club under these special situations for equipment not owned by the club without the prior approval by the majority of members present and voting at a regular or special club meeting.

ARTICLE VIII

Executive Committee

Section 1. THE EXECUTIVE COMMITTEE. In addition to duties otherwise specified in these By-Laws, the Executive Committee shall have the power in emergencies to consider and adopt matters relating to the Club as may be necessary between regular club meetings. Any action taken by the Executive Committee in such manner shall be reported to the club through the President at the first meeting following any meeting of the Executive Committee. A majority of the Executive Committee shall constitute a quorum for its meeting.

ARTICLE IX

Discipline

Section 1. The club may, for cause, suspend or expel any member, provided, however, that charges preferred against said member shall be thoroughly investigated by a special committee created in accordance with these By-Laws. At the next regular meeting this committee shall report its findings to the club in writing signed by all of its members. The member charged shall be entitled to be present and to be represented by counsel, to cross examine and introduce witnesses on his behalf. To expel or suspend a member shall require a two-thirds majority vote of the members in good standing and voting at a regular or special club meeting.

ARTICLE X

Section 1. All Club meetings shall be conducted in accordance with the Roberts "Rules of Order, Revised" as same may be revised from time to time.

Section 2. The Order of Business shall be as follows:

1. The reading of the minutes of the previous meeting and their approval upon amendment if needed.
2. Presentation of the Treasurers report.
3. Committee reports.
4. Old business.
5. Applications for membership,
6. New business.
7. Correspondence
8. Miscellaneous.

ARTICLE XI

Amendments

Section 1. This Constitution and these By-Laws may be amended. Any proposed amendment shall be presented in writing and presented to the membership for a vote. Such proposed amendments shall be passed by a two-thirds majority vote of the members in good standing and present and voting at a regular or special meeting of the club. Notice of all proposed amendments shall be given in writing to all voting members by mail prior to the meeting during which the amendments shall be voted upon. In addition, notice of the proposed amendments shall be given at the meeting immediately before the meeting during which the amendments will be voted upon.

Section 2. All proposed amendments shall be referred to a special committee for study and editing. The special committee is to report its recommendations regarding same to the club so that such recommendations and proposals may be adequately considered by the club prior to the time they are voted upon.

ARTICLE XII

Repeater Station Operation

Section 1. Any amateur repeater stations owned, sponsored and operated by the club shall be under the direction of a Repeater Board of Directors. It shall be their responsibility to establish and to operate said repeater stations in accordance with this constitution and these By-Laws as well as all applicable Federal Communications Commission rules and regulations.

Section 2. The Repeater Board of Directors shall consist of five members only, including the Trustee of the club license.

Section 3. The term of membership to the Repeater Board of Directors for each member shall be three years. The terms of the five members shall be staggered such that the Station Trustee shall be elected one year, two of the remaining members the next year, and the last two members the third year, the cycle then repeating.

Section 4. Each member of the Board must be a Club member in good standing and must hold a valid amateur radio license of the Technician Class or higher except for the Station Trustee who must hold a valid Amateur General Class license.

Section 5. Elections for membership on the Repeater Board of Directors shall be by the same procedures as for the election of the Club officers as set forth in Sections 2, 4, 5 and 6 of Article V.

Section 6. The Repeater Board of Directors shall elect a Chairman from among its members. This shall be done at the first meeting of the board each calendar year. This meeting shall coincide with the annual meeting of the Club. The name of the chairman shall be announced by the President at the annual meeting of the club.

Section 7. The Repeater Board of Directors shall meet a minimum of 6 times per calendar year including the meeting prescribed in Section 6 of this Article. No more than 63 days shall pass without a meeting of the Board. The Chairman of the Board shall set the date and the time of each meeting. The minutes of each meeting of the Repeater Board of Directors shall be presented at the next regular club meeting.

Section 8. Special meetings of the Repeater Board of Directors shall be held whenever so required by a two-thirds majority vote of the members in good standing present and voting at a regular or special Club meeting. The President shall then inform the Chairman of the Repeater Board of Directors of said action and the business that is to be brought before the Board at the special meeting. The chairman shall then call for the meeting to be held within 15 days of said notification. The minutes of the special meeting shall be presented at the next regular club meeting.

Section 9. Any member of the Repeater Board of Directors who fails to attend at least 3 Board meetings per calendar year and 3 regular Club meetings per calendar year; or who fails to maintain Club membership under Article III, Section 4, or Article IX; or fails to remain qualified for membership on the Board under Section 3 of this Article shall automatically be considered as having resigned from the Board. The resignation shall take place even though said member shall re-apply for Club membership at the first opportunity.

Section 10. Vacancies on the Repeater Board of Directors shall be filled in the same manner as stated in Article V, Section 7 for filling a vacant Club office.

Section 11. Proposed major changes in the operation or configuration of a Club owned, operated and sponsored repeater station may be made by the Repeater Board of Directors or by majority vote of the members in good standing present and voting at a regular or special Club meeting. Implementation of any proposed change shall require a majority vote of the members of the Repeater Board of Directors and a majority vote of the members in good standing present and voting at a regular or special Club meeting.

REVISION HISTORY:

2007 Changes:

Article VII sec 1 voted to change membership for 2 or more amateurs in same household from \$15 to \$10 each

Article IV Sec 1 meeting time changed to 6:30 PM

Article IV Sac 4 Quorum changed to four members.