

Owensboro Amateur Radio Club

Constitution

Article I – NAME

The name of this organization, a not-for-profit corporation within the boundaries of the Commonwealth of Kentucky, shall be the Owensboro Amateur Radio Club, Inc.

Article II – PURPOSE

This corporation is organized exclusively for educational and scientific purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as now enacted or hereafter amended, including, for such purposes, the making of distributions to organizations that also qualify as Section 501(c)(3) exempt organizations. To this end, the corporation shall provide a medium for training amateur radio operators, examining applicants who may wish to become licensed amateur radio operators, exchanging ideas and providing study designed to increase the members’ knowledge and expertise in this highly technical field, assisting governmental agencies and 501(c)(3) exempt organizations by providing assistance and emergency communications in an efficient manner, and specifically reserving the right to undertake any and all lawful purpose or purposes authorized under Kentucky Revised Statutes Chapter 273 and Part 97 of the Federal Communication Commission regulations.

Article III – MEMBERSHIP

Membership in the club shall be devised into three categories:

Section 1. Active Members.

Any person who is a licensed amateur radio operator and has paid the dues for the current year in which the individual joins the club may become a member of this club upon election to membership by a majority of the active members present at a regular club meeting.

Active members may vote on all club related business and activities and may hold office.

Section 2. Associate Members.

Associate membership is open to anyone who has an interest in amateur radio and has been approved for membership by a majority of the active members present at a regular club meeting.

Associate members are entitled to all privileges of the club but may not vote or hold offices.

Section 3. Honorary Members.

Any person who has rendered special service to this organization and who has been nominated by an active member in good standing may be designated as an honorary member upon a vote of two-thirds of the active membership voting. An honorary member shall not vote, hold office or be expected to pay dues.

Section 4. Expulsion.

A member is automatically expelled upon revocation of his amateur radio license. A member may be expelled for violation of the purposes of the club or action harmful to the interests or enjoyment of amateur radio by the following procedure:

- (A) A majority of the active members present and voting at any regular scheduled meeting may vote to consider expulsion at the next regular scheduled meeting.
- (B) At the next regular scheduled meeting, a vote of two-thirds of the active members present and voting shall effect an expulsion, provided that the member has been given a minimum of fifteen days written notice of the pending action.

Article IV – BOARD OF DIRECTORS

Section 1. There shall be a Board of Directors consisting of seven members who include a president, vice-president, secretary, treasurer, and three directors who are the immediate past president, the repeater trustee, and a director-at-large elected as prescribed in the By-laws.

Section 2. Should the immediate past president, the repeater trustee, or both, be elected as an officer, the resulting director vacancies shall be filled by election in the manner as prescribed in the By-laws.

Section 3. The president shall serve as the chairman at meetings of the Board of Directors which shall be at the call of the president or any other member of the board with at least five days prior notice. A quorum at these meetings shall be four members of the board.

Article V – AMENDMENTS

The constitution and by-laws of the Owensboro Amateur Radio Club may be amended only in the following manner:

Any member in good standing may propose an amendment to this constitution and/or by-laws by presenting the exact wording in writing at any regular meeting of the club and furnishing a copy to the president and to the secretary. The secretary shall cause a copy of the proposed change to be sent to each active member in good standing before the meeting at which the amendment or amendments are to be voted on. The proposal shall be placed on the agenda of the next meeting under the heading of new business.

Article VI – DISSOLUTION

In the event the Owensboro Amateur Radio Club is dissolved, all assets will be sold and all of the funds shall be donated to a 501(c)(3) exempt organization as directed by the Board of Directors.

BY-LAWS

Article I – MEETINGS

Section 1. Regular Meetings.

Regular meetings of the Owensboro Amateur Radio Club shall be held on the third Tuesday of each month beginning at 7:00 p.m. local time at a place to be determined and announced in advanced by the president of the club.

Section 2. Special Meetings.

The president, or any five members by signed request to any officer, may call a special meeting of this club at any other time that may be advisable and necessary.

Article II – QUORUM

Twenty-five percent or more of the active membership that is present at any called meeting or twenty percent of the active membership present at a regular meeting of the club shall constitute a quorum.

Article III - ELECTIONS AND DUTIES OF OFFICERS & DIRECTORS

Section 1. The officers shall be president, vice president, secretary and treasurer.

Section 2. Any active member who is in good standing with the club shall be eligible to run for an office or a seat on the Board of Directors; however, no officer shall serve in the same position for more than two consecutive terms.

The Nominations & Elections Committee shall make their nominations for candidates at the October meeting, and other nominations made be made by any active member at that meeting for additional eligible candidates who have agreed to serve if elected. No candidate shall seek more than one office.

Following the October meeting, but not less than twenty days prior to the November meeting, the club secretary shall cause to be sent to each member eligible to vote to their last known address a ballot containing the names of the candidates that have been duly nominated. Members shall return their ballots to

the secretary's attention by mail not less than five days prior to the scheduled election or bring them in person to the November meeting where they will be opened and counted by the Nominations and Elections Committee.

The officers shall be elected in the month of November by ballot, and will serve for a term of one year beginning January 1, or until their successors are elected and take office.

In cases where there is more than one nominee for an office, the person receiving a majority of votes cast for that particular office shall be elected. If no candidate receives a majority of the votes cast, the two persons receiving the highest number of votes shall be the candidates on the second and successive ballots.

When vacancies occur, the president may appoint an interim officer until the next meeting at which time a new officer shall be elected by a majority vote of the active membership present and voting.

Section 3. Duties of the Officers and Directors.

President – Shall be the chief executive officer of the club and shall preside at all meetings of the club.

Vice-president – Shall assist the president, and shall act in the president's stead when called upon to do so by the president and shall succeed to the presidency if that office should become vacant.

Secretary – Shall keep a roll of members and associate members, carry on all correspondence and read communications at each meeting, keep a record of the proceedings of all meetings and record them in the minute book of the organization in an orderly fashion so that the minutes of each meeting become a permanent record of the club. At the end of each term, the secretary shall turn over to the individual successor all club records.

Treasurer – Shall be the chief financial officer of the club and receive and receipt all monies paid to the club, keeping accurate account of all receipts and expenditures and reporting same at the monthly meetings. The treasurer shall place the funds of the club in a depository designated by the executive officers. The treasurer shall make no disbursements without direction from the club, unless disbursements are made to reimburse expenses by club members from prior approval. The treasurer shall have the responsibility of filing all mandated forms,

reports, and returns for the corporation, after their review and approval by the Board of Directors, with the various local, state, and federal agencies. With the approval of the Board of Directors, the treasurer may enlist legal and accounting professional services if needed. At the end of each term, the treasurer's records shall be turned over to the individual successor.

Directors – Shall advise and assist the officers in the performance of their duties. The Club shall be benefited by the knowledge and experience of the directors.

Section 4. Upon petition presented at a regular or called meeting and signed by five or more active members in good standing, an officer who fails to perform the duties of the office to which elected shall be subject to removal by a vote of two-thirds (67%) of active members present and voting at a meeting of which members have received at least twenty days prior written notice of the pending action to remove the officer.

Article IV – RULES OF ORDER

The general procedure of the meetings of this club shall be in harmony with the principles of parliamentary procedure set forth in the latest edition of Robert's Rules of Order, insofar as it does not conflict with the provisions of this Constitution and these By-laws.

Article V – DUES

The amount of annual dues of active individual members of the Owensboro Amateur Radio Club shall be fixed by the membership from time to time and payable in advance to the club treasurer during the month in which the person becomes a member of this organization.

The amount of annual dues of active members eighteen years of age and under who are full-time students shall be one-half the dues amount assessed to other active members.

For households in which two or more active members reside, the sum of dues assessed for all active members within the household shall not exceed one-and-one-half times (150%) the dues for an active individual member.

Article VI – COMMITTEES

Section I. Standing Committees

The standing committees of the club are:

(A) Repeater Committee:

The Repeater Committee is responsible for the operation and maintenance of the club repeater station. The Repeater Trustee (i.e. the control operator) shall be the committee chairman. The chairman shall select two individuals to assist with repeater operation and maintenance. These individuals will be provided with any access codes required to program and/or control the repeater operation.

(B) Volunteer Examiner (VE) Team:

The VE Team shall consist of at least three club members who are Extra Class VE's. One team member, recommended by the team and approved by the club, shall be the team liaison to the ARRL VEC.

All three VE's shall be in good standing with the OARC and the ARRL. The team shall have the ability to meet the needs of the general public regarding Amateur Radio examinations in the area and shall operate according to the ARRL/VEC and FCC rules and recommendations.

Section II. Other Committees

(A) No later than the August meeting each year, the president shall appoint a Nominations & Elections Committee of three active members to present the names at the September meeting of one or more candidates for each office who have been contacted and have agreed to serve if elected. This committee shall also oversee the election and be dissolved at the conclusion of the annual election.

(B) Other committees may be appointed by the president for their assigned purpose and dissolved after their task is completed.

(C) The president shall be an ex-officio member of all committees.

Article XI – APPOINTMENTS

At the beginning of each year, the president shall make the following appointments:

A newsletter editor to compile and publish a newsletter not less than bi-monthly for the membership of the club to keep the membership informed of club activities.

A public information officer (PIO) who shall be the spokesperson for the club in the dissemination of information to all forms of media including, but not limited to, print and broadcast.

A web designer who shall maintain the club's Internet web site with timely and pertinent information that is beneficial to the membership as well as to the general public who may be interested in the club's activities or in becoming Amateur Radio licensees.

At the president's discretion, a parliamentarian may be appointed to rule on points of order and other matters of parliamentary procedure at club meetings.

These appointees shall serve at the will of the president, and there is no prohibition of the president from acting in one or more of these capacities.

Article XII – CLUB EXPENDITURES

The president shall have the authority to spend up to one-hundred dollars (\$100.00) during a calendar month for necessary miscellaneous expenses without prior club approval.

Expenditures less than five-hundred dollars (\$500.00) may be approved by a majority of the active members present and voting at any membership meeting at which a quorum is present. Any expenditure that is greater than \$500 shall be brought before the club one meeting and voted on the next meeting.

Both the treasurer and the president shall be signatories on the club's bank account. The president shall only sign checks on behalf of the club on an emergency basis or in the event the treasurer should become incapacitated. When the president and/or treasurer leave office at the end of their respective elected terms, their names shall be removed as signatories on the club's bank account.

The Board of Directors shall, not less than once a year, audit the financial records of the corporation for accuracy.