

McKean County Amateur Radio Club, Inc.

Constitution

Preamble

The McKean County Amateur Radio Club Incorporated (herein referred to as the Club), a non-profit organization, has enacted this Constitution as the governing law for the organization. The purpose of the Club is as follows: the promotion of amateur radio communication and experimentation; the advancement of the radio art; the development of communications to serve in time of emergency, disaster or national defense; the fostering of education in the field of electronic communication; the exchange of information and cooperation between members; the promotion of radio knowledge, fraternalism and individual operating efficiency; the conduct of Club programs and activities 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 application and election 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 and Treasurer.

Section. 2. Election

The officers of this Club shall be elected for a term of one year by ballot of the voting members present, provided there be a quorum, at the annual meeting.

Section 3. Term limits

An individual may not hold more than one office during the same term.

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 voting member in good standing for at least one year and hold a valid Amateur Radio license.

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 within 7 days of such resignation.

Section 7. Removal of Officers

Officers may be removed from office for cause, upon written petition of six (6) or more voting members presented to the President or Vice President. After investigation, the petition will be presented to the voting membership at the next regular meeting of the Club and voted on by that membership.

Removal of an officer requires a three-fourths vote of the voting membership. Voting may be conducted by U.S. mail in order to reach the full membership.

A removed officer shall submit all records and assets of the Club to another officer within 7 days of such removal.

Article III Duties of Officers

Section. 1. President

The President shall preside at all meetings, and conduct them 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 as authorized by the voting membership.

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, plan and recommend contests for operating benefits, and advance Club interest and activity as approved by the Club. He/she shall maintain close liaison with the local emergency communications coordinator.

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 provide meeting notices to the membership. 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 for 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.

All financial accounts for the Club shall require dual signatures. The first signature shall be the Treasurer and the second shall be either the President, Vice-President, or Secretary.

Article IV Meetings

The By-Laws shall provide for regular and special meetings, as well as the annual election meeting. At all meetings, a minimum of 5 voting members in good standing shall constitute a quorum for the transaction of Club business.

The President shall assure that there is a proper agenda for each regular and special meeting, and shall preside accordingly.

Article V Dues

The Club, by majority vote of those present at any regular meeting, may levy upon the general membership such dues as shall be deemed necessary for the business of the organization. The by-laws shall specify the course of action for non-payment of Club dues.

Article VI Membership Assistance

The Club shall promote opportunities for members to receive technical advice and training concerning equipment design and operation, as well as proper amateur practice and emergency preparedness.

Article VII Club Call Sign

The President shall assign trusteeship of the Club call sign, W3VV. The trustee will be responsible for licensing of the call sign and its use by Club members.

The trustee shall be a voting member of the Club in good standing and meet necessary FCC requirements. He or she should not have had his/her amateur radio license revoked or sanctioned at any time.

The Club call sign may be used for repeater operation when authorized by the membership. The call sign may be used by Club members for other activities such as contests, radio demonstrations, special events, etc. with prior permission of the Club trustee.

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. Voting may be conducted by U.S. mail in order to reach the full membership.

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 local non-profit organization. All remaining funds will be donated to a local non-profit organization. All Club records will immediately be delivered to the appropriate ARRL section manager.

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 mail or electronic mail of the intent to amend the Constitution and/or By-Laws at said meeting.

By-Laws

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

- A. Full adult membership (voting) is open to licensed Radio Amateurs who are at least 18 years of age. Full adult membership includes all Club privileges, as well as the right to hold a Club office and to vote for Club officers.
- B. Full youth membership is open to licensed Radio Amateurs who will be less than 18 years of age on July 1st of that membership year. Youth members may not hold a Club office, but shall have voting rights upon reaching 16 years of age.
- C. Associate membership (non-voting) is open to those actively engaged in a class leading to an Amateur Radio license, as well as all other interested persons who are unlicensed. Associate membership is fraternal in nature, and excludes the right to hold office or voting privileges.
- D. Applications for new membership shall be submitted at a regular meeting and will be acted upon at the next Club meeting. A majority vote by the quorum in attendance is required for the acceptance of a new member.
- E. The Club membership may act to reject any application for an individual whose prior known conduct or criminal history goes against the mission of the Club.

3. Meetings

- A. At the January meeting, the President will submit a calendar of meeting dates for approval by the voting membership.
- B. Special meetings may be called by the President upon the written request of any five Club voting members in good standing.
- C. Notices shall be sent to all 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 Fees and Assessments

- A. Annual dues are hereby assessed in accordance with the provisions of Article V of the Constitution for the purpose of providing funds for expenses.
- B. The rates for annual dues for new, adult, retired, youth/college, and associate members, as well as second or more persons of the same household, shall be established and approved by a vote of the membership in December of each year.
- C. Membership dues are payable in January of each year.
- D. Any member whose dues are not paid by March 31st will be considered inactive and removed from the membership roster. Inactive members have no voting privileges.
- E. Termination of membership by either resignation or expulsion will not constitute a reason for a refund of dues paid.

5. Elections

- A. The President will appoint a nomination committee in August. The committee will be charged with finding qualified candidates to run for office.
- B. The committee will present a ballot to the President at the regular meeting in October, at which time the President will entertain a motion for additional nominations and then to accept the final ballot. The President will then dissolve the nomination committee.
- C. The Secretary shall make sure the final ballot is made available to all voting members by e-mail and/or mail within 7 days of the October meeting.
- D. Voting for officers shall be held at the annual meeting in November. Voting shall be conducted by secret ballot by voting members.
- E. Immediately after voting, the ballots will be counted openly in front of the membership. Any candidate may request a recount of the ballots.
- F. In the case of an unopposed slate, the President may entertain a motion for the Secretary to cast a single ballot.
- G. The newly elected or re-elected officers will take office on the 1st of January.

6. Standing Committees

The *Emergency Preparedness Committee* shall be a permanent Club committee. The Executive Committee or the President may establish standing committees and Chairpersons as needed for the good of the Club.

7. History of Revisions and Current Authorizations

The original Constitution:

February 25, 1957

Amended:

April 23, 1961

April 27, 1964

January 22, 1968

March 21, 1989

Re-write adopted on March 21, 2017

- Sandy Hallows, KB3SVH, President
- Tony Doriguzzi, N3KTA, Vice-President
- Sandee Pistner, N3HPL, Secretary

By-Laws section 4(b-e) amended June 20, 2017

Article II, Section 3 amended November 20, 2018.