

By-Laws

of the

Albany Amateur Radio Club Inc.
Albany, GA

Revised
2004

ARTICLE I - NAME

The name of this organization shall be ALBANY AMATEUR RADIO CLUB INC. (herein referred to as the Club).

ARTICLE II - MISSION

The Mission of the Albany Amateur Radio Club is to provide an association for persons in the Southwest Georgia area who share a common interest in developing proficiency in and furthering the interests of amateur radio and to provide for community services using amateur radio.

ARTICLE III - SERVICES

The mission of the Club will be achieved by providing the following services:

- Sponsor and offer classes and training to persons wishing to become licensed amateur radio operators or for licensed amateurs wishing to upgrade their licenses.
- Train and provide for emergency communications during disasters, threatening weather, and in health and welfare concerns, especially in the Southwest Georgia area.
- Build and maintain a network of repeaters for members and Club guests for emergency communications and furthering the interest of amateur radio.
- Build and maintain a Club station for members and Club guests.
- Sponsor and participate in national Field Day exercises and other emergency preparedness exercises.
- Sponsor a regular newsletter that includes information news about members; announcements of continuing or upcoming Club activities or events, news of developments in amateur radio, technical articles, and member advertisements.
- Sponsor official Volunteer Examination sessions with certified examiners.
- Sponsor social functions to promote fellowship among members and their families and guests.
- Promote visibility of and recruitment to amateur radio through participation in non-amateur related community functions and events.

ARTICLE - IV MEMBERSHIP

- A. Full membership shall be open to licensed amateurs who have paid their annual dues, and agree to abide by the Club Bylaws. Additional family members residing in the same home, who are amateurs, may be granted full membership at reduced dues rates.
- B. Full members have one vote each at business meetings. Members may appoint proxies from within the Club membership.

- C. Club members, whose membership has lapsed because of non-payment of dues, may be reinstated by paying the full annual dues. Club membership shall not terminate except upon the happening of any of the following events: death, resignation, expulsion, expired or revoked license, dissolution or liquidation of the Club.
- D. The Club currently has 4 types of membership: Regular, Senior (65 or older), Associate (intended for those amateurs living outside the normal repeater coverage area, Associate members have no voting privileges) and Life membership.

ARTICLE V - DUES

Dues and assessments shall be set by the Board of Directors. Dues shall be based on the cost of maintaining the Club, providing services, and keeping a sound fiscal condition. Dues must be paid within ninety days of the invoice date to maintain membership.

ARTICLE VI - MEETINGS

- A. Special Member Meetings may be called at the discretion of the Board. The purpose for Special Member Meetings must be announced thirty days in advance in the Club's newsletter or by U.S. Mail. Special Member Meetings may be for any purpose allowed by these Bylaws.
- B. All membership meetings shall be open to members. Visitors may attend meetings unless the members vote by simple majority to close the meeting to visitors.
- C. Where not provided for in these Bylaws, "Robert's Rules of Order" shall govern the proceedings of this Club at all meetings.
- D. At all meetings, the voting members present shall constitute a quorum for the transaction of business..

ARTICLE VII - OFFICERS

- A. The officers of the Club shall be the President, Vice-President, Secretary and Treasurer. The terms for all officers shall be for one year. Any officer shall remain in the elected office until succeeded by a duly elected person for that office.
- B. The duties of the officers shall be as follows:
 - a. The President shall preside at all meetings, conduct the same according to the rules adopted, enforce observance of these Bylaws, sign all official documents that are adopted by the Club and perform all customary duties pertaining to the office of President. Unless otherwise provided in the Bylaws, the President shall make all appointments.

- b. The Vice-President shall perform all the customary duties pertaining to the office of Vice-President and shall assume all the duties of the President in the absence of the latter.
 - c. The Secretary shall keep a record of the proceedings of all meetings, read the minutes of previous meetings, keep a roll of members, carry on all correspondence for the Club, read communications at each meeting and perform all the customary duties pertaining to the office of Secretary. The Secretary shall at the expiration of the term of office submit all Club documents to the successor of the office. The Secretary shall have a copy of these Bylaws at every Club meeting.
 - d. The Treasurer shall receive and receipt all monies paid to the Club, keep an accurate account of all monies received and expended, pay all bills authorized by the Board, report all transaction in summary to the members at every Regular meeting, and perform all the customary duties pertaining to the office of Treasurer. All reports shall become part of the Minutes of the Club meetings. Upon vacating the office, the Treasurer shall submit to the Board all records and funds belonging to the Club.
- C. The Officers of this Club, shall be elected by the Board of Directors at the Annual Business Meeting to serve a term of one year beginning January 1.
- D. All officers may succeed themselves in office.

ARTICLE VIII - GOVERNANCE

The governing body of the Club shall be the BOARD OF DIRECTORS (herein referred to as Board).

The initial Board of Directors shall consist of 9 members and shall not have less than 3 members. The Club shall be managed by a Board of Directors. Each director shall be at least 21 years of age, and shall be a Full Member of the Club. The number of the Board of Directors may be fixed from time to time by action of the Members or of the Board. The number of Directors may be increased or decreased by action of the Members or the Board of Directors, provided that any action by the Board of Directors to effect such increase or decrease shall require the vote of a majority of the entire Board of Directors. No decrease shall shorten the term of any director then in office.

Thereafter, at each Annual Meeting of Members, the Membership shall elect 3 new Board members to hold office until the next Annual Meeting. Each Board Member serves a 3-year term. After that 3-year term, that Board Member cannot serve another term for one (1) year, after that one (1) year that member is eligible for re-election to the Board. If for some reason a Board Member has to step down during their term, the current Board will appoint a Club Member to finish out that term. That appointed Board Member can be elected to the next years Board without sitting out the one (1) year.

Any or all of the Members of the Board of Directors may be removed with or without cause by a majority vote of the voting Members. The Board of Directors may remove

any director thereof for cause only. A director may resign at any time by giving written notice to the Board of Directors or to an officer of the Board. Unless otherwise specified in the notice, the resignation shall take effect upon receipt thereof by the Board of Directors or such officer. Acceptance of such resignation shall not be necessary to make it effective.

Any Board member missing 3 (three) consecutive Board meetings can be removed from the Board.

The Board shall:

- a. Conduct Club business as provided in these Bylaws,
- b. Present a plan for Club services at the Annual Membership Meeting,
- c. Determine policies appropriate to the services,
- d. Evaluate services,
- e. Confer with administrative personnel of American Radio Relay League when necessary,
- g. Appoint and provide guidance to the Repeater/Station Trustee,
- h. Appoint committees when needed.

The Board shall submit to the members for authorization at any Regular, Annual, or Special Member meeting, any expenditures of funds and the disposition of any Club equipment in excess of \$500.00.

ARTICLE IX - BOARD MEETINGS

The Board shall meet at scheduled times deemed necessary to conduct the business of the Club, but not less than four times a year. All Board meetings shall be announced seven days in advance and open to members, except during a closed session which appears on the agenda of the meeting. Closed sessions will be for the purpose of discussing the purchase or sale of real property, etc. A majority of Board members shall constitute a quorum.

ARTICLE X - REPEATERS, CLUB STATION AND TRUSTEE

The Club may purchase, build, and maintain an amateur radio club station and repeaters using the Club call sign W4MM, within the frequency bands designated under Part 97 of the Federal Communications Commission regulations governing Amateur Radio Service. The station and repeaters shall remain the sole property of the Club and shall be operated in accordance with the guidelines set by the Club. The Repeater/Station Trustee may designate, with Board approval, other Club members to assist with maintaining and operating the station and repeaters.

The Repeater/Station Trustee shall be appointed by the Board and shall oversee the operations of the Club station, repeaters, and related equipment. The Repeater/Station Trustee is charged with additional duties under Part 97 of the Federal Communication Commission regulations governing Amateur Radio Service and must exercise those duties at all times.

Upon the recommendation of the Repeater/Station Trustee, the Board may limit or restrict the use of the station and/or repeaters by any Club member subject to review and vote by a simple majority of the members at the next Regular Meeting. Any person who is restricted or limited will be notified by U.S. Mail at the address listed by the Federal Communication Commission's database of amateurs as of the day of mailing.

The members may restrict the use of any or all of the Club repeaters and/or the Club station and related equipment to "members only" by a majority vote at any Regular Meeting. The Club may also limit or restrict the use of any repeater features or functions, including autopatch, to "members only" by a majority vote at any Regular Meeting. In case of an emergency, club equipment may be restricted for emergency use only.

ARTICLE - XI PROPERTY

The members may purchase or receive equipment necessary to carry out the purposes of the Club. The Board shall designate locations for the storage and uses of the equipment. No person shall possess, use, or store Club equipment without specific authorization from the Board. An inventory of equipment and its locations shall be maintained by the Secretary or Treasurer.

ARTICLE XII - AMENDMENTS

1. All by-laws of the Club shall be subject to alteration or repeal and new by-laws may be made, by a majority vote of the Members entitled to vote in the election of directors, at a special meeting of the Members called for such purpose.
2. The Board of Directors shall have the power to make, alter or repeal from time to time, by-laws of the Club, except that the Board may not amend or repeal any by-law in which control thereof is vested exclusively in the Members. If any by-law regulating an impending election of directors is adopted, amended or repealed by the Board, there shall be set forth in the notice of the next meeting of Members for the election of directors, the by-law so made, amended or repealed, together with a concise statement of the changes made.

ARTICLE XIII - DISSOLUTION

In the event the Club shall cease to function with Regular Meetings for a period of one year or vote to dissolve, all assets held by the Club shall be donated free and clear to any not-for-profit status organization under Federal or State laws which exists for charitable, community service. Such organizations will be determined by the Board of Directors.