

# **By-Laws Of The Nashoba Amateur Radio Club, Inc.**

## **ARTICLE I NAME**

The name of this Club shall be the Nashoba Amateur Radio Club, Inc. ("NAMRAC").

## **ARTICLE II OBJECTIVES**

### **SECTION 1.**

The objectives of this organization shall be to carry out the purposes of the Club as set forth in the articles of incorporation.

### **SECTION 2.**

Individual membership in the American Radio Relay League is not required for membership in the NAMRAC.

### **SECTION 3.**

Any project, activity or publication whether written, verbal, electronic, via the internet, or otherwise, that contains the words Nashoba Amateur Radio Club, Inc. or the acronym "NAMRAC", shall be undertaken only with the approval of the Executive Committee. It shall be fully funded by and becomes the sole property of the Nashoba Amateur Radio Club, Inc.

## **ARTICLE III MEMBERS**

### **SECTION 1.**

There shall be three classes of members; Regular, Associate, and Junior.

### **SECTION 2.**

Regular membership is open to the holder of a valid amateur radio license issued by the Federal Communications Commission.

### **SECTION 3.**

To be a regular member, a licensed amateur radio operator must submit or have submitted on his behalf by any regular member, at a regular meeting of the NAMRAC, a membership application.

### **SECTION 4.**

Regular members pay dues and have a right to vote.

**SECTION 5.**

Associate membership is open to persons interested in amateur radio communications and purposes of the organization.

**SECTION 6.**

For an associate membership, a NAMRAC membership application must be submitted.

**SECTION 7.**

Associate members shall pay dues but shall not have the right to vote.

**SECTION 8.**

Junior membership is open to any individual under age 18 who wishes to be associated with NAMRAC.

**SECTION 9.**

A junior member must have an application submitted on his behalf which is subject to approval of the members present at a regular meeting.

**SECTION 10.**

A junior member pays no dues and, if a holder of a valid amateur radio license, has a right to vote.

**SECTION 11.**

A family membership rate will be offered to those in the same household who have 2 or more members of NAMRAC.

**ARTICLE IV  
DUES**

**SECTION 1.**

Dues shall be established by the Executive Committee with the approval of a majority of the membership at a regular meeting.

**SECTION 2.**

Dues are payable on January 1.

**SECTION 3.**

Members not paying their dues by the March meeting will be dropped from membership. Anyone who was a member during the previous year will pay full dues for the current year upon reinstatement.

**SECTION 4.**

For new members, the first year's dues will be prorated as follows: January to March 100%, April to June 75%, July to September 50%, October to December 25%.

## **ARTICLE V ELECTIONS**

### **SECTION 1.**

Elections of Officers shall be held at the regular meeting in November. Prior to the regular meeting in November of each year, the Executive Committee shall appoint a nominating committee composed of five regular members. The nominating committee shall make its report at the meeting in November. The Committee must nominate at least one regular member who is willing and qualified for each office to be elected.

### **SECTION 2.**

Qualified member nominations from the floor are accepted only on the same date that the nominating committee makes its report.

### **SECTION 3.**

Officers elected as above shall assume office at the January meeting.

## **ARTICLE VI OFFICERS**

### **SECTION 1.**

The officers of the Club shall be President, Vice-President, a Secretary and a Treasurer.

### **SECTION 2.**

The Executive Committee as defined in Article V of the constitution shall consist of the President, Vice-President, Secretary, Treasurer, and the immediate past President. Where there is a conflict of one or more of the above serving as an officer, then the open positions shall be filled by nominations and vote of those present at the same, or next, regular meeting, from members in good standing.

### **SECTION 3.**

All officers shall be regular members who are current on their dues and have attended at least 7 of the past 12 club meetings.

### **SECTION 4.**

All officers shall serve a term of one year and shall serve no more than two consecutive terms in the same office.

## **ARTICLE VII DUTIES OF OFFICERS**

### **SECTION 1.**

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.

### **SECTION 2.**

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 ARRL's local ARES Emergency Coordinator to further club participation in the Amateur Radio Emergency Service.

### **SECTION 3.**

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 send 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.**

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 each regular club meeting the Treasurer shall give a current report including receipts and disbursements. The Treasurer is responsible for making all required financial filings for NAMRAC. 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.

### **SECTION 5.**

The Executive Committee shall meet monthly, and a report shall be given to the Club at the first regular meeting after said Executive Committee meeting. The Executive Committee shall be empowered to hold, transfer, buy, sell or otherwise dispose of all equipment and property of the Club, with club approval; and shall maintain a complete inventory of such property. The Executive Committee shall authorize all expenditures of the Club, excepting normal operating expenses which are authorized to be paid by the Treasurer.

### **SECTION 6.**

Should a vacancy occur in any office, and not be provided for in this article or any other, the Executive Committee shall select a member to serve for the unexpired term.

SECTION 7.

Funds that are received for NAMRAC will be deposited into the organization's bank account. Approval by at least two of the following current officers is required for disbursement of NAMRAC funds; President, Vice-President and Treasurer.

SECTION 8.

Any member of the Executive Committee may be removed from office by recommendation of the Executive Committee and a two-thirds vote at any regular meeting.

**ARTICLE VIII  
RECOMMENDED STANDING COMMITTEES**

SECTION 1. Field Day Committee.

The Committee shall be composed of a chairman appointed by the Club President, and any other members appointed by the Committee Chairman.

SECTION 2. Training and Education Committee.

The Committee shall be composed of a chairman appointed by the Club President, and any other members as the Committee Chairman shall determine is necessary for the function of the committee. The Committee is to; conduct classes in radio theory, amateur regulations, code, or other assistance in the licensing of radio amateurs to provide continuing information and education to Club members; to encourage scientific experimentation and expansion of technical knowledge; to increase the ability to serve the public with amateur radio communication; to extend the full facilities of the Club to the physically handicapped. This committee will coordinate with other organizations with similar aims.

SECTION 3. Long Range Planning Committee.

This committee shall be responsible for identifying and defining projects that the Club may want to undertake at a future date. This committee has no powers other than to recommend to the Executive Committee. This committee shall consist of the President, the treasurer, and two (2) members elected by the general membership. These elected committee members shall have staggered three (3) year terms.

**ARTICLE IX  
MEETINGS**

SECTION 1.

Regular club meetings shall be held each month. In the event a meeting falls on a holiday, the membership may select an alternate date or be adjourned. The Executive Committee can at its discretion cancel or reschedule any meeting.

SECTION 2.

Recommended Order of Business for the Club meetings shall be:

- Call to Order

- Introduction
- Report of Officers
- Committee Reports
- Unfinished Business
- New Business
- Break
- Program
- Discussion of Program
- Adjournment

This sequence may be modified by the presiding officer.

## **ARTICLE X PARLIMENTARY AUTHORITY**

### **SECTION 1.**

The rules contained in "Robert's Rules of Order Revised" shall govern in all cases to which they are applicable, and in which they are not inconsistent with these by-laws.

## **ARTICLE XI AMENDMENTS**

This constitution or By-Laws may be amended by a two-thirds vote of voting members present. 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 of the intent to amend the constitution and/or By-Laws at said meeting.

## **ARTICLE XII 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 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 XIII  
COORDINATION WITH ARRL**

ARES® is a program of the American Radio Relay League -- our club will abide by the Rules and Regulations of the ARRL's Field Organization as they may be amended from time to time, and by ARRL policies, rules, and guidelines contained in ARRL publications.