

CONSTITUTION AND BY-LAWS TRI-COUNTY AMATEUR RADIO CLUB, INC.

PREAMBLE: It shall be the purpose of this organization to secure for its members the pleasures and benefits of a group of persons with a common interest in Amateur Radio. This organization shall be known as the TRI-COUNTY AMATEUR RADIO CLUB, INC. and shall serve an area centered around the conflux of Jefferson, Rock and Walworth counties in the State of Wisconsin. It shall be this organization's purpose to facilitate the exchange of information, activities and general co-operation between its members, other clubs and other individuals with mutual interests. An undertaking to promote radio knowledge, fraternalism and individual operating efficiency as well as to conduct club programs and activities so as to advance the general interest and welfare of Amateur Radio in the general community shall be the goal of this group.

ARTICLE I

Section 1 . **MEMBERSHIP ELIGIBILITY.** All persons interested in radio technique solely with a personal aim and without a personal interest of financial gain shall be eligible for membership. Membership shall be gained by proper application and election as provided for in the By-Laws to the Constitution. A person's membership will be revoked and he/she shall be dismissed from club if repeated violations of either the Rules and Regulations of the Federal Communications Commission or the Constitution and its By-Laws of this club shall occur. A majority vote of the membership shall be necessary for dismissal and proper notification must be given the individual member concerned.

ARTICLE II

Section 1. **CLUB OFFICERS.** The officers of this club shall be: a President, a Vice-President, a Secretary and a Treasurer. These four (4) officers shall be known as the club's Executive Board and shall be elected positions.

Section 2. **OFFICER ELECTIONS.** The officers of this club shall be elected by popular vote from the membership of the club utilizing a secret ballot. The term of office shall be for a period of one (1) year. All elections shall occur during the second regular meeting of each calendar year. All nominations for these offices will be held at the regularly scheduled meeting immediately preceding this elections meeting. Officers, terms shall begin on April 1 following election.

Section 3. **OFFICER VACANCIES.** All vacancies occurring between elections for any club office must be filled by a special ballot. This balloting shall be held at the first regularly scheduled meeting held after that meeting at which the withdrawal or resignation is announced.

Section 4. **REMOVAL OF OFFICERS.** Officers may be removed on motion by a three-fourths (3/4) majority vote of the members present, provided that the motion for this removal is made at a meeting attended by said officer or at the next regularly scheduled meeting following said officer's receipt of a certified letter containing written notification

of his pending dismissal. This letter must be written by either the President or the Vice-President.

ARTICLE III

Section 1. OFFICER'S DUTIES--President. The President of the club shall preside at all meetings of the club and shall conduct the same according to the rules adopted and following "Robert's Rules of Order." He/she shall enforce observance of this Constitution and its By-Laws, shall decide all Questions of order, shall sign all official documents adopted by this club, shall co-sign with the Treasurer all drafts on the treasury exceeding One Hundred Dollars (\$100.00) and shall Perform all customary duties pertaining to the office of the President. He/she shall act as the official representative of the club at any and all events that require such representation as decided by the general club membership or by the Executive Board. He/she shall not sign his name as a club representative to any documents without proper agreement of the general membership or, in the absence of such agreement, with a majority vote of the Executive Board.

Section 2. OFFICER'S DUTIES--Vice-President. The Vice-President shall assume all of the duties of the President in his/her absence as well as being the officer in charge of all new membership applications. He/she shall also be the officer in charge of all new membership recruiting and shall seek to recruit new members through procedures of his/her choosing. In the absence or unavailability of the President, he/she shall co-sign drafts on the treasury.

Section 3. OFFICER'S DUTIES--Secretary. The Secretary shall keep a record of all meetings, shall keep a current roll of all members, shall carry on all the official club correspondence, shall read all communications received at each meeting, shall mail written notices to each member of every meeting of the club (except when excused by the By-Laws or by an Executive Board decision) and shall present a report containing the minutes of the most recent meeting at each regular meeting hold. The Secretary shall also have a copy of the Constitution and its By-Laws with all amendments, changes or questions related to it. The Secretary shall see that each member of the club has a current copy of this Constitution and shall notify all the members of any constitutional changes or proposed changes.

Section 4. OFFICER'S DUTIES--Treasurer. The Treasurer shall receive and receipt all monies paid to the club, shall keep an accurate and current record of each member's dues payment, shall keep an accurate and current account of all monies expended by the club, shall pay all bills as properly authorized by a majority vote of the membership or as directed by vote of the Executive Board and shall present an itemized report at each meeting of all the cash receipts and cash disbursements for the period since the last report. He/she shall also have the President or Vice-President cosign all drafts on the club treasury exceeding One Hundred Dollars (\$100.00). The Treasurer shall be in charge of securing meeting rooms as required.

ARTICLE IV

Section 1. MEETINGS. The By-laws of this Constitution shall provide for regular and special meetings. At any meeting four (4) members (excluding the elected officers present) are required to constitute a quorum for the transaction of business. No meeting of any type (except Executive Board meetings and Committee meetings) may be held without a quorum present.

ARTICLE V

Section 1. DUES AND ASSESSMENTS. The club can, by a two-thirds (2/3) Vote Of the members present at any meeting, levy upon the general membership such dues and assessments as shall be deemed necessary for the proper conduct of club business to accomplish the goals as outlined in the Preamble to this Constitution. Nonpayment of dues or assessments by ninety (90) days after approval by the membership shall be cause for expulsion of any member from the club. The Executive Board may by a three-fourths (3/4) vote extend the grace period for any member who makes a written request for such extension. No extension shall be granted to any member more than twice.

Section 2. FAMILY MEMBERSHIP. Any person in a member's household, who meets the eligibility requirements, application and election to membership as set forth in Section 1 of this Article for membership, shall upon payment of one-half of the dues and assessments for a calendar year have all the rights and privileges of a full member as long as that person resides in a member's household. Any reference to a member in this Constitution and By Laws shall apply to a family member.

ARTICLE VI

Section 1. MEMBERSHIP ASSISTANCE. The club through committees set up as deemed necessary by the Executive Board shall seek to provide technical advice to club members. The club shall also strive to promote new licensees and to aid all members in updating and upgrading his/her present licenses. The club shall also maintain a program to foster and guide public relations favorable to the club and Amateur Radio as a whole.

ARTICLE VII

Section 1. CONSTITUTIONAL AMENDMENTS. This Constitution or its By-laws may be amended, added to or changed by a two-thirds (2/3) vote of the club membership provided that all members have been notified by mail of the intent to make such changes. All proposals must be submitted to the Secretary in writing as well as read to the general membership at any meeting. No amendment proposals may be voted on until the next regularly scheduled meeting held after the meeting at which the reading took place. Balloting by mail will be allowed provided a member's vote is received by the Secretary prior to the meeting at which the vote is taken.

ARTICLE VIII

Section 1. RULES OF ORDER. *Robert's Rules of Order* shall be followed in all club proceedings. The vice-president shall act as parliamentarian and shall have a copy of the rules in his possession or shall possess a thorough and complete knowledge of such rules.

BY-LAWS

ARTICLE IX

Section 1. **MEMBERSHIP.** Application for membership on a standard club form may be submitted at any regularly scheduled club meeting. Each applicant must express a willingness to abide by the club Constitution and By Laws and submit one (1) year's dues and assessments with his/her application. It shall be the duty of the Vice President to maintain a supply of standard application forms and to make such forms available to interested persons. A two-thirds (2/3) vote of the members present at the meeting at which the application is submitted shall be required to approve membership. To remain a voting member and be eligible for membership the following year, a member must attend no less than one-fourth (1/4) of the regularly scheduled meetings during the calendar year and participate in other club activities unless specifically excused by Executive Board action.

Section 2. **MEETINGS.** Regular meetings shall be held not less than once per month at such time and place as ordered by the President. Such meetings shall be known as "regularly scheduled meetings." Special meetings may be called by Executive Board action or as ordered by the President upon the receipt of a written request containing no less than five (5) signatures of voting club members. All members must be notified by mail at least seventy-two (72) hours prior to the start of any special meeting. Only such business as is designated in the mailed notices and/or requested by the written request shall be transacted at a special meeting. Regular meetings may be canceled or changed by order of the Executive Board.

Section 3. **DUES AND ASSESSMENTS.** Amount of dues for the calendar year will be set by majority vote at the first regularly scheduled meeting of the calendar year. Assessments may be levied at any meeting upon approval by majority vote of the members present.

Section 4. **OFFICER ELIGIBILITY.** To hold an elected office in the club, a member must be in his/her second consecutive year of voting membership, must not be in arrears on any assessment and must hold a valid FCC Amateur Radio license. At least one (1) member of the Executive Board must at all times be a licensee of General class or higher. Appointed positions in the club may be filled by members meeting all the above qualifications excepting the second year membership requirement.

Section 5. **STANDING COMMITTEES.** The club at its annual voting meeting shall elect a five (5) member Repeater Committee. Committee members shall be elected for a two (2) year term (two members one year and three on alternate years). The Repeater Committee shall organize by electing a Chairperson and appointing members to the duties of Technical (maintenance, enhancement, etc.), Legal (FCC rules, compliance, site, insurance, etc.), Financial (determining costs, etc.) and Chief Control operator (assure availability and qualifications of control operators).

At the first meeting following April 1, the President shall appoint Chairpersons to the following committees: Hamfest, Field Day, Christmas, Picnic, Nominating, Scholarship and any others deemed necessary by the Executive Board. committee chairpersons shall choose additional members from the club membership with each committee being composed of not less than two (2) members plus the chairperson.

Section 6. DISMISSAL OF MEMBERS. Any member dismissed under terms of Article I or any person whose application for membership has been denied, shall be eligible for membership only after a mandatory ninety (90) day waiting period. A dismissed member must gain a three-fourths (3/4) majority vote of all members present to be reinstated to full membership and a person denied initial membership needs only a two-thirds (2/3) majority vote of all members present to gain membership. No member shall be reinstated after his/her second dismissal from the club.

Section 7. MEMBER PRIVILEGES AND BENEFITS. No member may partake of the benefits of a special event of the club unless he/she has fulfilled the requirements of a voting member as defined in Article IX, Section 1. Only the Executive Board may waive any of these requirements.

Section 8. AUDIT COMMITTEE. The Treasurer is to give a complete financial report which has been audited by the Auditing Committee composed of two (2) Executive Board members and one (1) voting member who have been appointed by the membership at the January meeting. The audited report is to be presented at the first meeting after April 1. The report is to be submitted in writing and signed by the committee members and the Treasurer.

Section 9. SCHOLARSHIP. Provided the club has adequate funds to do so, the club shall annually award at least one (1) scholarship in an amount of Five Hundred Dollars (\$500.00). Scholarship applicants must meet the following criteria: Preference will be given a resident of the three-county area served by the club, be a student at an accredited institution of higher education, be in at least the second year of study in electronics or related fields, and submit with his/her application a copy of the previous semester's transcript of grades.

Dated at Fort Atkinson, Wisconsin, this 14th day of April, 1985.
TRI-COUNTY AMATEUR RADIO CLUB, INC.

By

President
Secretary

By