

McMinn County Amateur Radio Club, Inc.  
CONSTITUTION

[As revised on January 14, 2013]

## **PREAMBLE**

We, the undersigned, wish to secure for ourselves the pleasure and benefits of association of persons commonly interested in Amateur Radio, do hereby constitute ourselves, the McMinn County Amateur Radio Club, INC., and do enact this constitution as our governing law. It shall be our purpose to facilitate the exchange of information, and general cooperation among members, to promote radio knowledge, fraternity, and individual operation efficiency, offer to provide emergency and disaster communications, and to so conduct club programs and activities as to advance the general interest and welfare of Amateur Radio in the general community.

## **ARTICLE I: Membership**

All persons holding an F.C.C. (Federal Communications Commission) amateur radio license or actively pursuing the same shall be eligible for membership.

There shall be three classes of membership: Full Member, Associate Member and Honorary Member.

A Full Member shall be a licensed radio amateur.

An Associate Member shall be a person who does not currently hold a F.C.C Amateur Radio license, but is actively pursuing the same.

An Honorary Member shall be a person who has rendered outstanding service to the McMinn County Amateur Radio Club, Inc.

All classes of membership will carry full privileges with the exception of voting. Only Full Members will be allowed to vote on club business.

## **ARTICLE II: Officers**

The officers of the club shall be: President, Vice President, Secretary, Treasurer, Station Manager and Registered Agent.

The officers of the club, with the exception of the Station Manger and Registered Agent, shall be elected for a term of one year by a vote of the members present, normally at the November meeting with their term of office to begin at the first annual meeting in each fiscal year beginning January 1.

In order to provide for added continuity with respect to station equipment, facilities, and personal relations, the Station Manager and the Registered Agent shall be elected for a five-year period.

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Vacancies occurring between selections shall be filled by special voting at the first regular meeting at which the withdrawal or resignation is announced. An appointed position vacated for any reason shall be filled by action of the Executive Committee at the earliest opportunity.

Officers may be removed on a motion by two-thirds vote of the membership.

**ARTICLE III: Duties of Officers**

The President shall preside at all meetings of the club and conduct the same, according to the rules adopted. The President shall enforce due observation of this Constitution and decide all questions of order, sign all official documents that are adopted by the club, and perform all customary duties pertaining to the office of President.

The Vice-President shall preside in the absence of the President and shall plan such programs as will forward the interest and purpose of the club.

The Secretary shall keep a record of the proceedings of all meetings, work with the Treasurer to keep a record of current members, submit applications for membership, carry on all correspondence, read communications at each meeting, and keep a current copy of the club's Constitution and By-Laws. At the expiration of term, an incumbent shall turn over to a successor all records and any other possessions belonging to the club.

The Treasurer shall give receipts for all money paid to the club. The treasurer shall keep an accurate account of all monies received and expended, shall pay no bills without proper authorization, and at each regular meeting shall report of disbursements and receipts. At the expiration of term, an incumbent shall turn over to a successor all records and any other possessions belonging to the club.

The Station Manager shall supervise the operation of the club radio station. The Station Manager shall develop and maintain policies insuring proper entry and use of the club station. All F.C.C. rules must be obeyed. Because of the Station Manager's responsibility for the proper operation of the club station, the incumbent shall have the right to refuse such use to any person or group of persons. For operation under an actual emergency or any authorized emergency drill, the call sign of the designated control operator or the club call sign shall be used to identify the station.

The Registered Agent (RA) shall be the official Agent (appointed representative) of the McMinn County Amateur Radio Club for the purpose of receipt and forwarding of all official correspondence as it relates to Club business and equipment to Club Officers and/or Executive Committee as appropriate.

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**ARTICLE IV: Dues**

The McMinn County Amateur Radio Club, Inc., by majority vote of those present at any regular meeting, may levy upon the general membership such dues or assessments as shall be deemed necessary for the business of the organization within its objectives as set forth in the preamble thereof. Non-payment of such dues or assessments shall be cause for expulsion from the club as set forth in the By-Laws.

**ARTICLE V: Meetings**

The By Laws shall provide for regular and special meetings. At any meeting, the voting members present shall constitute a quorum for the transactions of club business.

**ARTICLE VI: Amending Constitution/By Laws**

The Constitution or the accompanying By Laws may be amended by a two-thirds vote of the full membership. Proposals for amendments shall be submitted in writing at a regular meeting and may not be voted on until the next regular meeting.

For the purpose of meeting the two-thirds requirement, absentee votes will be allowed if they meet the following conditions when reviewed by the club officers presiding at the time of the called vote:

Printed absentee votes:

- (1) Each absentee vote contains a brief description of what is being voted upon,
- (2) Each absentee vote is signed and dated by the club member submitting the vote
- (3) Each absentee vote must be an original document (photocopies will NOT be valid)

Absentee votes via electronic conferencing during the meeting in which the vote is called:

- (1) The absentee voter briefly describes/affirms what they are voting upon,
- (2) The identity of the voter is clearly identified,
- (3) Each vote submitted in this manner is clearly documented in the meeting minutes.