

THE LEE DeFOREST AMATEUR RADIO CLUB

CONSTITUTION

(Amended as of June 2022 )

PREAMBLE

We, wishing to secure for ourselves the pleasures and benefits of the association of persons commonly interested in amateur radio, constitute ourselves "The Lee DeForest Amateur Radio Club" and enact this Constitution as our governing law.

ARTICLE I

Name

Section 1.01

The name of this organization shall be The Lee DeForest Amateur Radio Club" (referred to as Club in this document)

ARTICLE II

Purpose and Objective

Section 2.01 The purpose of this organization is to promote and encourage Amateur activities including:

- a. Public service: particularly emergencies.
- b. Advancement of the radio art.
- c. Improvement of the communication and technical phases of the radio art.
- d. Increase the number of trained radio operators and technicians.
- e. The enhancement of international good will.

□ARTICLE III

Membership and Dues

Section 3.01

Membership is open to anyone interested in amateur radio. Membership requires that an application be made to the Treasurer of the Club and requires concurrent payment of the first years dues, (see ByLaws)

Section 3.02

New members, upon their acceptance, shall receive copies of the following:

- c. Schedule of regular meetings and nets-
- d. Area repeater frequencies

Section 3.03

The Constitution and ByLaws will be available on the Club web site or from the Club Secretary. Roster of Members will be available on the club web site under members only or from the Club Secretary for a hard copy.

ARTICLE IV

## Officers

### Section 4.01

The officers of the Club shall be a President, a Vice President, a Secretary and a Treasurer. The Board of Directors shall consist of ten (10) Directors. Five (5) shall be regularly elected Directors, the four (4) Officers shall be Directors, and the Trustee of the club's repeater shall be the tenth (10th) Director. No Director may hold a leadership position in another ARRL affiliated amateur radio club.

### Section 4.02

The office of President, Vice President, Secretary: Treasurer and Directors shall be voted on and elected by the Club members at the November regular meeting to serve a term of one year. They shall be installed at the December meeting and shall take office on January 1st of the following year.

### Section 4.03

Deleted in its entirety.

### Section 4.04

Nothing in the Constitution or ByLaws shall be construed as preventing a director from serving additional term(s), if elected.

### Section 4.05

To become a director of the Club a candidate must be a licensed amateur and have been a member in good standing for a period of one year (or less if approved by at least 70% of the Board of Directors). Definition of "good standing" is attending at least six club meetings in one calendar year and a person of good character.

## ARTICLE V

## Duties of the Directors

### Section 5.01

The President of the Club shall be the Chairman of the Board of Directors and shall preside over the Board meeting. In his absence the VP shall preside.

### □Section 5.02

The Board of Directors shall have general charge of management, policy and finances of the Club. They may appropriate such sums as may be deemed advisable for the normal and usual operations of the Club. They may authorize all expenditures for the operation of the Club always keeping within the limitations of the budget. They shall maintain a Public Liability insurance policy with coverage of not less than one million dollars (\$1,000,000,00).

### Section 5.03

The Board of Directors shall select a Nominating Committee composed of three (3) Club members. The Nominating Committee shall convene in September and shall compile a slate of officers and directors and present their report to the Club members at the October Club meeting to be voted on and elected at the November club meeting. Nominations from

the floor will be accepted at the October meeting and be voted on at the November meeting.

#### Section 5.04

The Board of Directors shall select an Auditor to make an annual audit of the Treasurers records. The annual audit shall be made by the third (3rd) week of January.

#### Section 5.05

The Board of Directors shall oversee and control all aspects of the club's repeater.

The Trustee of the Club's repeater shall be appointed by the Board of Directors.

#### Section 5.06

The Board of Directors by at least an 80% vote of those present at a board meeting

may discharge any director for inappropriate conduct. The Board of Directors will fill any vacancy in any

elective office, for the remainder of the term by at least an 80% vote of all board members following the

vacancy. Should a vacancy occur in the office of the President, the Vice President will automatically become the President.

### ARTICLE VI

#### Duties of the Officers

The President shall preside over all meetings of the Club. designate and be ex-officio member of all committees except the Nominating Committee. He/She shall report to the Club during regular meetings all actions approved by the Board of Directors.

#### Section 6.02

The Vice President shall act in the place of the President when he or she is unable to fulfill any of his or her duties. He/she shall be the chairman of the Program Committee.

#### Section 6.03

The Secretary shall be responsible for the recording and reading of the minutes of all meetings of the Club and of the Board of Directors. He/She shall maintain the original and accurate copy of the Constitution and By-Laws and they shall be available at all meetings of the Club and Board of Directors. He/she shall handle all correspondence of the Club. He/she shall maintain a Club postal box and shall regularly pick up and distribute the mail. He.'she shall submit for the Board of Directors approval a budget for regular supplies, postal box rent and postage excluding any costs of the monthly Club bulletin.

#### Section 6.04

The Treasurer will keep an account of all revenues and expenditures of the Club and issue receipts for all revenues. He/She shall prepare monthly financial reports for presentation at regular Club and Board of Directors meeting. He/She shall furnish the Board of Directors for their approval an annual budget of the Club no later than the regular Board of Directors meeting in March of each year.

### ARTICLE VII

#### Nominations, Elections and Voting

##### Section 7.01

No member shall be eligible for nomination to an office unless they are a member in good standing (see Section 4.05 of Article IV) and they signify their willingness to serve, if elected.

##### Section 7.02

DELETED (see Section 5.03 of Article V)

##### Section 7.03

Voting will occur only at regular Club meetings. Items to be voted upon include election of Board Officers and other Directors: Constitution and By-Law amendments and other matters deemed necessary by the President or the Board of Directors. New Club board of directors shall be installed at the annual banquet meeting in December.

##### Section 7.04

The transaction of all business matters at a regular Club meeting shall consist of at least 51% those members present. In the case of amendments to the Constitution, By-Laws or recall of an officer, or a Director, at least 51% of the general membership must be present with a majority vote for or against.

##### Section 7.05

Each member is entitled to one (1) vote.

##### Section 7.06

Any member, who may be ill, out of town: or otherwise unable to vote at a Club meeting, may cast his/her ballot by means of an Absentee Ballot. The member shall contact the Club Secretary for a ballot. The ballot must be returned to the Club Secretary in a sealed - 1 envelope signed across the sealing flap with the member's signature and mailed to the Clubs address or given to a Club officer before November 30. An Absentee Ballot will not be used for voting on changes to the Constitution or By-Laws.

## ARTICLE VIII

### Meetings

#### Section 8.01

The majority of the Board of Directors present, at a board meeting, shall direct which night of the week and the time the Club meetings shall be held and then inform the membership in the most expedient way.

#### Section 8.02

Special Meetings: A special meeting may be called by the written request, to the president of the Club, often (10) or more members. Such meetings must take place within three (3) weeks of the request. An agenda must be mailed to all members and received at least one week in advance and no business may be transacted at such special meetings other than that in the agenda for the meeting. The cost of this mailing must be borne by the petitioners. At least 51% of the general membership must be present at the meeting to be valid.

#### Section 8.03

The current edition of Roberts Rules of Order will apply at all meetings of the Club and The Board of Directors.

## ARTICLE IX

### Committees

#### Section 9.01

All Standing Committees shall be designated by the President.

- a. Christmas/Awards: Shall arrange for an annual banquet meeting in December during which the new Club officers and other directors shall be installed.
- b. Field Day shall arrange for the Club's participation in the annual ARRL event known as Field Day.
- c. Public Relations: Public Relations (PIO Officer): Shall arrange for proper publicity of the Club and or its members' activities in the local media. He/she (or " co-chairperson) will be known as the Public Information Officer (PIO).
- d. Refreshments: Shall arrange for refreshments during the break at regular club meetings. The committee chairperson will submit a written monthly financial report to the Treasurer. All costs to operate the committee shall be covered by donations, excepting that emergency funding of the committee may be made with the approval of the Board of Directors. All accumulated excess funds in the amount of \$50.00 shall be transferred to the club's general fund.

#### Section 9.02

Non-standing committees may be designated by the President at which time their duties and responsibilities shall be explained.

□ARTICLE X

Historian

Section 10.1

The President shall designate a member to serve as Historian. The Historian shall keep a history of the club. He/she shall store and maintain old club records as directed by the Board of Directors.

ARTICLE XI

Newsletter (Bulletin)

Section 11.01 The Club shall prepare a newsletter on a monthly basis and distribute it to all interested parties.

Section 11.02 The President may designate a member to serve as the newsletter's Editor.

a. The Editor shall be responsible for the preparation and the electronic distribution of the newsletter unless a member request it to be mailed via USPS.

b. The Editor shall encourage Club members to contribute articles which bear on the purposes and objectives of the Club.

c. The Editor shall prepare " written budget for the publishing and mailing of the newsletter and present it to the Treasure.

ARTICLE XII

Procedures for Amendments

Section 12.01 New amendments to the Constitution will be first approved by at least (70%) seventy percent of all of the Board of Directors before being presented to the general membership for a vote.

Section 12.02 For amendments to the Constitution, at least fifty one (51) percent of the general membership must be present with a majority vote for or against.