

BY-LAWS OF THE MERCER COUNTY AMATEUR RADIO CLUB

ARTICLE 1— MEMBERSHIP DUES

Changes to member's annual dues may be proposed by the board at the Annual meeting each year. These changes shall be voted on and ratified by a majority vote of members present at the Annual meeting. Applicants who have not been prior Members of the club and who join in the first half of the Membership year will pay the full year's dues. Those joining in the last half of the Membership year will pay 50% of the yearly dues. Members shall pay their current dues for the upcoming year prior to the start of the Annual meeting. Those who have not paid their dues by the Annual meeting shall not have the rights and privileges of a Member until they have paid their dues. The Membership period shall run from Annual meeting to Annual meeting.

ARTICLE 2— MEMBERSHIP MEETINGS

Section 2.1 REGULAR MEETINGS

Monthly Membership meetings shall be held on the fourth Tuesday of each month.

Section 2.2 ANNUAL MEETINGS

The annual Membership meeting shall be held on the fourth Tuesday of March.

Section 2.3 SPECIAL MEETINGS

Special meetings may be called by the President and/or Board of Directors for the purpose of conducting business which cannot be deferred to the next Regular meeting.

Section 2.4 PLACE OF MEETINGS

The place of the meeting shall be designated by the President and/or Board of Directors. The place for the Regular meetings shall be approved by a majority vote of all paid Members present at a Regular meeting,

ARTICLE 3— BOARD OF DIRECTORS

Section 3.1 NUMBER, ELECTION, AND TERM OF OFFICE

- A. The number of Directors of the Club shall be seven (7).
- B. The following Officers of the Club shall be Directors for a term coterminous with their respective terms of office: President, Vice President, Secretary, and Treasurer.
- C. The Trustee shall be a member of the Board of Directors during the period he is the Trustee of the Club License. The remaining members of the Board of Directors shall be elected from among the Regular and Student Members in good standing of the Club, by a vote of a majority of the Members present in person and entitled to vote at the Annual Meeting of the Members. Directors, other than Club Officers and the Trustee shall hold office for a two year term with one Director being elected each year.

Section 3.2 DUTIES AND POWERS

The Board shall be responsible for the control and management of the affairs, property and interests of the Club, for complying with all reporting requirements, and for guiding the Club so that the various purposes for which the Club was organized are complied with, and for making recommendations and suggesting programs.

Section 3.3 ANNUAL MEETINGS

An annual meeting of the board of Directors shall be held prior to the annual Membership Meeting.

Section 3.4 OTHER MEETINGS

At least three other Board meetings shall be held during the year, spaced not more than three months apart, for the purpose of reviewing the Club's progress and reviewing Club and Committee plans.

Section 3.5 NOTICE

Notice of the Board of Directors meetings shall be given by the President verbally or the dates may be established in advance by the Board at one of their Regular meetings.

Section 3.6 QUARUM AND VOTING

A majority of the Directors then in office shall constitute a quorum for the transaction of business, and the act of a majority of the Directors present at any meeting at which there is a quorum present shall be the act of the Board of Directors, unless the act of a greater number is required by law or by these By-Laws.

Section 3.7 VACANCIES

Any vacancy occurring in the Board of Directors shall be filled for the unexpired portion of the term by a majority vote of the remaining Directors, even if less than a quorum.

ARTICLE 4 — OFFICERS

Section 4.1 ELECTION, TERMS, and VACANCIES

The Officers of the Club shall be elected by the members at the annual meeting of members. The Officers shall hold office for a term of one year. Each Officer shall hold office until their successor is elected. A vacancy in any office shall be filled by the Board of Directors subject to approval by the Members.

Section 4.2 DUTIES AND RESPONSIBILITIES

- A. **PRESIDENT.** The President shall be the Chief Executive Officer of the Club and, subject to the direction of the Board of Directors and approval of the Membership, shall supervise and control all of the business affairs and property of the Club, and see that all Orders and Resolutions of the Board are carried into effect. The President shall preside at all meetings of the Members and of the Board of Directors and shall appoint all Chairmen of Committees.
- B. **VICE PRESIDENT.** In the absence of the President or in the event of his inability or refusal to act, the Vice President shall perform the duties of the President, and when so acting shall have all the powers of and be subject to all the restrictions of that office. The Vice President shall perform other duties and have such other powers as the President or Board of Directors may from time-to-time prescribe. In the event of the absence of both the President and Vice President the Secretary calls the meeting to order and then a President Pro Term is elected for that meeting only.
- C. **SECRETARY.** The Secretary shall record all the proceedings of the meetings of the Board of Directors and of the Members in a book kept for that purpose. The Secretary shall give or cause to be given, notice of all meetings for which notice is required by the By Laws.
- D. **TREASURER.** The Treasurer shall have charge and custody of all funds and securities of the Club and of all funds and securities in any way generated, collected, or obtained in connection with Club activities, and the Treasurer shall be responsible for such funds and securities and the receipt and disbursement thereof. The Treasurer shall keep full and accurate accounts of receipts and disbursements in books belonging to the Club and shall

deposit all monies and other valuable effects in the name and to the credit of the Club in such depositories as may be recommended by the Board. The Treasurer shall disburse the funds of the Club as may be ordered by the Board, taking proper vouchers for such disbursements, and shall render to the President and the Board at its Annual Meeting or when so required, an accounting of all transactions as Treasurer and of the financial condition of the Club and a full financial report based on the books and accounts audited annually by an Auditing Committee to be appointed by the President. A monthly report of total receipts, disbursement and remaining balance shall be made to the Members at the Monthly Meetings.

ARTICLE 5 — COMMITTEES

Section 5.1. DUTIES AND RESPONSIBILITIES

- A. **PUBLIC RELATIONS COMMITTEE.** The Public Relations Committee shall act as a liaison between the various Committees of the Club and the news media and it shall publicize in the community, the purposes, goals, role, activities and projects of the Club.
- B. **PROGRAM COMMITTEE.** The Program Committee shall arrange for stimulating technical and non-technical programs related to a variety of subjects and special interests and shall coordinate its activities with the President, other Officers and Committee Chairmen.
- C. **COMMUNITY SERVICES COMMITTEE.** The Community Services Committee shall identify essential social service needs of the community and stimulate appropriate Club involvement of the resources and skill to meet those needs or assist in projects.
- D. **MEMBERSHIP COMMITTEE.** The Membership Committee shall receive and approve applications from individuals wishing to become Members of the Club by pointing out the advantages and services supported by the Club. Applications shall be presented at the Membership Meeting for the acceptance of Club Members.
- E. **ACTIVITIES COMMITTEE.** The Activities Committee shall organize Club Member activities, plan and recommend contests for operating benefits, and advance Club interests and activities as approved by the Board of Directors and the Club Members. The Chairman shall maintain a close liaison with the EC or SEC to further Club participation. He shall encourage stations in reporting activities to the Club and to the Section Manager; All these things to make the reputation of the Club and amateur radio in the Community as outstanding as possible.

Section 5.2 TERM OF OFFICE

- A. The term of office of the Chairmen shall be one year and shall terminate at the Annual Meeting when the term of the President who appointed them expires.

ARTICLE 6 CLUB RESTRICTIONS

ARTICLE 7 — RULES OF ORDER

All proceedings of the Club shall be governed by Robert's Rules of Order.

ARTICLE 8 — AMENDMENTS AND SUSPENSIONS

Section 8.1 SUSPENSIONS

In the event of an emergency, any Article or Section of these By Laws may be temporarily suspended by a unanimous vote of all Club Members at which a quorum is present.

Section 8.1 AMENDMENTS

Any Section of these By Laws may be amended, cancelled, or replaced or new Sections may be added with the authorization by a two-thirds vote of Regular Members present at a Regular Meeting, provided that advance notice has been given to the Club Members as provided in the Article entitled Notice.

In testimony whereof, the signatures below are given as evidence of the acceptance and agreement of the Members of the Mercer County Amateur Radio Club to the Regulations and Rules evidenced by this document as of the date of signature.

President	_____	_____
Vice President	_____	_____
Secretary	_____	_____
Treasurer	_____	_____
Director	_____	_____
Director	_____	_____
Trustee	_____	_____