

BY-LAWS

ROANE COUNTY AMATEUR RADIO CLUB

January 23, 1989

Amended September 8, 2005

Article I – Name

This organization shall be known as the ROANE COUNTY AMATEUR RADIO CLUB, or also by R.C.A.R.C., RCARC, or Roane County ARC.

Article II – Purpose of the Club

1. To secure for ourselves the pleasures and benefits of the association of persons interested in amateur radio, to work with local, state and federal government agencies, whenever called upon to do so, to provide normal and emergency communications.
2. To promote higher standards within the ranks of amateur radio.
3. To create a mutual understanding and cooperation between amateur radio and the community.
4. To promote mutual aid and show its benefits to club members and the community.
5. To develop individual operating efficiency, technical skills and leadership abilities of club members.
6. In general, for the club and its members to do everything proper and legal as we work toward achieving club objectives. To abide by any and all acts, and to exercise any and all other powers which now or hereafter may be authorized by law.

Article III – Membership

1. Membership in this club shall be available to anyone interested in amateur radio and who has approval of the membership.
2. Application for membership shall be presented at a regular meeting along with the proper dues.

Classes of Membership

1. Full membership will be granted to licensed amateurs who are elected by a majority of members present at regular meetings. A full member may hold office and operate club equipment (provided their license allows them to do so).
2. Associate membership will be granted to any licensed amateur or person who shows an interest in amateur radio and is elected by a majority of members at a regular meeting. Associated members cannot vote or hold office and shall be restricted in the use of club equipment.
3. Honorary membership shall be granted to a person only when voted upon by the majority of the full members present at the meeting. It shall carry no voting rights or any use of club equipment unless the individual is a licensed operator.
4. Life membership shall be granted to a person only when voted upon by the majority of the full members present at the meeting. The candidate must have been a club member for at least ten (10) years and has made invaluable contributions to the club through financial support, club leadership, supported club activities and sets an example of the true spirit of amateur radio. A Life Member has the same club privileges as a full member.

5. The Roane County Amateur Radio Club reserves the right to revoke the full membership of anyone at any time by a majority vote of members present for any action(s) detrimental to the Roane County Amateur Radio Club and/or its assets.

Article IV – Dues

1. The club, 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. Non-payment of such dues or assessments shall result in expulsion from the club within the discretion of the membership. Current membership fees: Full membership \$15 per year, associate membership \$7.50 per year.
2. Annual dues shall be paid by January 31 of each year, and any member in arrears 30 days afterwards shall be notified by the club Treasurer.
3. Applicants for full membership prior to August 1st of any year shall be required to pay the full years dues. Requests submitted for approval in the months of August through December will pay prorated amounts based on the number of months left in the year (currently \$1.50 per month).

Penalties

1. Any full member or associate member with dues in arrears after January automatically becomes an inactive member with no voting rights and retains this status until payment of dues. If within an inactive period of three months, the member does not become reinstated by payment of dues, they become a former member and must be re-elected by the club membership.
2. Honorary and Life members shall be exempt of any and all dues.

Article V – Meetings

1. Regular meetings shall be held on the second Thursday night of each month except in December when the meeting will be combined with the annual Christmas dinner. Special meetings may be called by the President of the club or by any two elected club officers.

Article VI – Officers

1. The officers of this club shall be President, Vice-President, Secretary, and Treasurer.
2. Anyone nominated for office shall be a full member in good standing for one year. A member of less than one year appearing on the election ballot shall be nominated by the President and confirmed by members at the November meeting.
3. Officers shall be elected for one year. Election shall be at the December meeting and elected officers shall take office at the January meeting of the following year.
4. The membership at any business or called meeting may replace any officer due to death, incapacitation, non-participation, resignation, or bad conduct, by at least two-thirds (2/3) of the voting membership present. The procedure outlined in Article X shall be followed in this instance.
5. Election of officers shall be by secret ballot by all members present at the December meeting, except that all officers present shall not out number the membership present. Voting by individual absentee ballot is a privilege permitted, if the absentee ballot is requested by the individual full member.

Duties of the Officers

President

1. It shall be the duty of the President to conduct all meetings with order and according to parliamentary procedures.
2. The President shall appoint the chairman of the following committees: Membership, Activities, Ways and Means, Public Relations, Technical, Program, and Repeater. Chairpersons of these committees along with the elected officers and the past President shall constitute the Steering Committee.
3. All appointments shall be made by the President at the first meeting in January.
4. The President shall have authority to appoint temporary replacement chairmen when so warranted.
5. The President must preside as chairman of the Steering Committee.

Vice President

1. The Vice President shall preside at meetings in the absence of the President and shall assume the position of President in the event of the resignation of the President or in the event the President is deemed incapable of performing his duties by majority vote of the members. In the case of the resignation of or permanent incapacitation of the President, a new Vice President shall be elected. The Vice President shall also be responsible for all club property.

Secretary

1. The Secretary shall retain and keep records of all minutes, transactions and events of the club and be responsible for all incoming and outgoing correspondence. The Secretary shall preside at any meeting in the absence of the President and Vice President, provided provisions of Article IX are met.

Treasurer

1. The Treasurer shall keep deposits and all club funds in the bank under the club name. The Treasurer shall collect dues and disburse all money and keep an accurate record of each. A current written Treasures Report will be available at each monthly meeting showing the previous months balance, the present balance and all money spent and collected. The Treasurer shall not dispense money by cash and shall show bills or receipts for all money dispensed for club approved events. All books shall be audited at the clubs discretion.

Article VII – Committees

1. The President must explain the duties to all appointed committees. In addition, the President may appoint special committees, but their chairman will not serve on the Steering Committee. The committee chairman shall have full control over their committees but, may be removed by a majority vote of the members of the club if warranted.
 - **Steering Committee**
 - The Steering Committee shall consist of the following: the President of the club and all elected officers, the Chairman of each standing committee and the past President. The duties of the Steering Committee shall be to discuss and decide issues that should be brought to the attention and possible vote of the membership, i.e. by-laws changes.

- **Membership Committee**
 - The Membership Committee shall search for prospective members and encourage them to join the club and participate in club activities. Membership applications shall be presented by the Treasurer to the membership and voted on at the next regular meeting.
- **Activities Committee**
 - The Activities Committee shall arrange events such as picnics, projects, Field Day, contests, social gatherings, etc.
- **Ways and Means Committee**
 - The Ways and Means Committee shall be responsible for planning ways to raise money for club activities and projects.
- **Public Relations Committee**
 - The Public Relations Committee shall be responsible for publicity and advertising pertaining to club activities.
- **Technical Committee**
 - The Technical Committee shall be responsible for checking all complaints pertaining to any amateur radio activity which interferes with other radio frequency spectrum users.
- **Program Committee**
 - The Program Committee shall arrange presentations for the club that are in the interest of amateur radio. These programs shall be interesting, educational and entertaining.
- **Repeater Committee**
 - The Repeater Committee shall consist of the Repeater Trustee, the Control Operator, Club President and any other member or members so designated by the Club President. The Repeater Committee shall be responsible for the repeater to be operated in compliance with part 97 of the Federal Communications Commission's rules and regulations.

Article VIII – Voting

1. Any issue concerning club business shall be voted upon by a show of hands unless it is deemed a controversial subject by any full member present, then voting shall be done by secret ballot.

ARTICLE IX – Quorum

1. A quorum shall consist of seven (7) of the full members on the roll and any two elected officers.

ARTICLE X – Amendments

1. These By-laws shall serve as the rules and guidelines of the ROANE COUNTY AMATEUR RADIO CLUB but can be amended:
 - (a) at any meeting by vote of two-thirds (2/3) of those who are full members on the roll and present at that meeting:
 - (b) the amendment or amendments must be presented at two consecutive meetings:
 - (c) a quorum must be present: and
 - (d) absentee ballots shall be allowed.