

# **Constitution**

## **Preamble:**

We, the undersigned, wishing to secure for ourselves the pleasures and benefits of an association of persons commonly interested in amateur radio, constitute ourselves the

National Weather Service - Brownsville/Rio Grande Valley Amateur Radio Club

and enact this constitution as our governing law. Our purpose shall be to further the exchange of information and cooperation between members, promote radio knowledge, camaraderie, and individual operating efficiency, and conduct club programs and activities to promote amateur radio interest and welfare in the community.

## **Article I**

### **Membership**

All persons interested in Amateur Radio communications shall be eligible for membership. Membership shall be by application and election upon such terms as the club shall provide in its By-Laws.

The National Weather Service - Brownsville Amateur Radio Club may not deny membership because of race, creed, color, religion, gender, sexual orientation, political affiliation, marital status, or any other reason that would be biased or prejudicial.

## **Article II**

### **Officers**

Section 1. Officers.

The officers of this club shall consist of the president, vice president, secretary, and treasurer.

Section 2. Election.

The membership shall elect officers for one-year terms by ballot of the members present, provided there be a quorum, at the annual meeting. The annual meeting will be in the fourth calendar quarter of the year.

Section 3. Term limits.

An individual may only hold the same office for up to two consecutive terms and may serve up to three consecutive terms as an officer. If there are no suitable candidates for an office, an individual may serve up to three consecutive terms but not more than two consecutive terms in the same office.

An individual may hold up to one office during the same term, except that the office of treasurer and secretary may be temporarily combined until filled at the next regular election.

#### Section 4. Vacancies.

Special elections must fill vacancies between elections at the first regular meeting following the withdrawal or resignation.

#### Section 5. Eligibility.

To hold an office, an individual must be a member in good standing and have a valid amateur radio license.

#### Section 6. Resignation.

Any officer may resign their position in writing, at which time they will turn over all records and assets of the club to the President or Vice President.

#### Section 7. Removal of Officers.

The membership may remove an officer for cause upon written petition of four (4) or more members presented to the President or Vice President.

After investigation, the President shall present the petition to the membership at the club's next regular meeting, when the membership will vote.

Removal of an officer requires a three-fourths vote of the entire membership.

### **Article III**

#### **Duties of Officers**

##### Section 1. President.

The President shall preside at all meetings and conduct them according to the rules adopted. In addition, they shall enforce due observance of the constitution and by-laws; decide all questions of order; sign all official documents adopted by the club; and perform all other duties about the office of the President.

##### Section 2. Vice President.

The Vice President shall assume all the duties of the President in their absence. In addition, they shall organize club activities, plan and recommend contests for operating benefits, and advance club interest and activity as approved by the club. They shall maintain close liaison with the ARRL's local ARES ® Emergency Coordinator to further club participation in the Amateur Radio Emergency Service. ®

##### Section. 3. Secretary.

The Secretary shall keep a record of the proceedings of all meetings, keep a roll of the

members, submit membership applications, carry out all correspondence, read communications at each meeting, and communicate meeting notices to each member. At the expiration of their term, they shall turn over all items belonging to the club to their successor.

#### Section. 4. Treasurer.

The Treasurer shall receive and issue a receipt for all monies paid to the club, keep an accurate account of funds received and expended, and pay only bills with proper authorization (by the club or its officers constituting a business committee). At the end of each quarter, they shall submit an itemized statement of disbursements and receipts. Furthermore, at the end of their term, they shall turn over everything in their possession belonging to the club to their successor.

### **Article IV**

#### **Committees**

Committees are bodies with specific responsibilities and jurisdictions. Committees may be standing or appointed. Standing committees are permanent bodies and shall include an Executive Committee composed of all officers. The general membership will approve other standing committees. The President may appoint committees for specific purposes and shall issue a letter of appointment, including appointing a chairperson. The Executive Committee determines committee functions. Standing and appointed committees make recommendations to the Executive Committee on policies, programs, or actions in the areas of the committees' responsibility and implement policies, programs, and actions as approved by the Executive Committee.

#### Executive Committee

This committee helps the membership accomplish its work most efficiently. Its primary purpose is facilitating decision-making between membership meetings or in urgent and crisis circumstances.

### **Article V**

#### **Meetings**

The By-Laws will describe regular and special meetings. Robert's Rules of Order shall govern proceedings.

### **Article VI**

#### **Dues**

By a majority vote of those full members attending regular meetings, the club may levy such dues or assessments necessary for the organization's business upon the general membership. Non-payment of such dues or assessments shall cause expulsion from the club at the membership's discretion.

### **Article VII**

## **Membership Assistance**

Through designated Interference, Public Relations, and Operating Committees, the club will provide technical advice to members concerning equipment design and operation to assist in frequency observance, clean signals, uniform practice, and the absence of spurious radiation from club members' stations. The club shall also maintain a program to foster and guide public relations.

## **Article VIII**

### **Club Call Sign**

The Club may apply for a club call sign as provided by FCC rules Part 97. The President shall assign trusteeship of the club call sign.

The trustee shall:

Be a member of the club in good standing.

Meet FCC requirements.

Shall not have their amateur radio license revoked or sanctioned.

## **Article IX**

### **Dissolution of The Club**

Section 1. Termination of Operations.

If the Executive Committee votes to dissolve the club, the motion for dissolution must receive more than a two-thirds vote of the entire membership to pass.

Section 2. Disposition of Assets.

The Executive Committee shall handle the disbursement of all club assets. No member or group of members shall receive benefits from the assets.

The Executive Committee will sell all equipment and donate net proceeds to a non-profit organization. In addition, the Committee will donate all remaining cash to a non-profit organization.

## **Article X**

### **Amendments**

A two-thirds vote of the total membership may amend this constitution or by-laws. A member may submit an amendment proposal in writing at a regular meeting. The membership shall vote at the following meeting, provided all members have been notified by mail of the intent to amend the constitution or by-laws at said meeting.

# By-Laws

## 1. Secretary.

It shall be the Secretary's duty to keep the club's constitution and by-laws and have the same with them at every meeting. They shall note all amendments, changes, and additions to the constitution and shall permit it to be consulted by members upon request.

## 2. Membership.

Full membership is open to licensed radio amateurs.

Associate membership is open to those actively engaged in training leading to an amateur radio license and all other interested persons as approved by the membership.

Full membership includes all club privileges and rights to hold a club office and to vote for club officers.

Associate membership includes all club privileges except the right to hold office and vote for club officers.

The Club will accept or reject membership applications shall at regular meetings.

## 3. Meetings.

The Club will hold regular meetings as determined by the Executive Committee. Ideally, regular meetings shall occur every calendar quarter, but no less frequently than annually (the required annual meeting). In addition, the President may call special meetings upon the written request of four club members. The Secretary shall send notices to members concerning all meetings and transacting business. Notices shall be delivered at least 24 hours before a meeting.

### Quorum

A membership quorum for general and special meetings shall consist of at least three members.

## 4. Dues Fees and Assessments.

The Club will note membership fees in the By-Laws. For example, per Article V of the Constitution, annual dues for licensed members are \$XX.

Membership dues are payable in March of each year.

Members whose dues are unpaid by the first of May will be considered inactive and removed from the membership roster. Inactive members have no voting privileges.

Termination of membership, either by resignation or expulsion, will not constitute a refund of dues paid.

## 5. Elections.

The Club should give nominations and elections careful consideration.

Officer elections will be held annually at the regular fourth calendar quarter meeting.

Officers will assume their elected office on January 1 of the following year.

Except for the possible temporary combining of the secretary and treasurer positions, the Executive Committee may call for a special election for any position at a regular or special meeting outside of the annual meeting.

### Nomination Committee

The President will appoint a nomination committee about six months before the elections. The Nomination Committee will find qualified candidates to run for office.

The Nomination Committee will present a ballot to the president at the regular meeting the quarter before the election. The President will entertain a motion to accept the ballot. The floor may also make nominations.

Voting will be by paper ballots.

Immediately after voting, the ballots will be counted openly before the membership. After that, any candidate may request a recount of the ballots.

The final ballot will be published and mailed to all club members. The President will dissolve the Nomination Committee after the annual elections.

In the case of an unopposed slate, the President may entertain a motion for the Secretary to cast a single ballot.

## 6. Executive Committee.

The Executive committee shall meet as needed but no less than once per calendar quarter. If the Executive Committee comprises all voting members of the Club, the Executive Committee may combine its meeting with the Club's regular quarterly meeting.

### Quorum

A quorum of the executive committee shall consist of at least two members except when the meeting is combined with a general meeting when the quorum will be at least three members.

## 6. Interference Committee.

This committee shall consist of at least three members (appointed by the club President). The committee shall direct investigation, invite proper inquiries, establish technical facts and testimony, and report its results to the club.

#### 7. Amateur Radio Emergency Service – ARES ®.

ARES® is a program of the American Radio Relay League -- our club will abide by the *Rules and Regulations of the ARRL's Field Organization* as they may be amended from time to time and by ARRL policies, rules, and guidelines contained in ARRL publications.”