

Eva Amateur Radio Club Constitution & Bylaws

Article I – Name

The name of this club shall be: Eva Amateur Radio Club

Article II – Objects

The objects for which this club is formed, any and all of which may be undertaken are:

1. To promote a better understanding between and to promote better social contact among the Amateur Radio Operators and persons in the Morgan County are interested in Amateur Radio.
2. To increase and foster more efficient and reliable handling and relaying of traffic.
3. To organize an active, reliable group of proficient Amateur Radio operators to handle communications during such emergencies as may disrupt other lines of communications.
4. To increase the knowledge of persons interested in Amateur Radio, both from an operating and theoretical standpoint, and to further the technical knowledge of the members of the club through the presentation of suitable discussions and explanations.
5. To promote interest in Amateur Radio among interested persons through code classes, lectures, and entertainment.
6. To provide special assistance to handicapped persons who are interested in becoming Amateur Operators.
7. To cooperate with the American Radio Relay League in promoting the best interest of Amateur Radio.

Article III – Membership

The membership shall be open to all persons who are interested in furthering the ideals and objectives of the Eva Amateur Radio Club, subject only to such reasonable qualifications and limitations as shall be set out in the club bylaws. Applications for membership shall be oral or written to any officer of the club and will be approved by membership before acceptance as a member. Only licensed Amateur Radio operators who are full members will have full voting rights.

Article IV – Officers

1. The officers of this club shall be: President, Vice-President, Secretary, Treasurer, and Activities Coordinator. Officers will serve one year beginning January 1st of each year.
2. All officers must be a minimum of 18 years of age.

Article V – Duties of Officers

(A) President

1. The president shall preside at all meetings of the club membership.
2. The President is not entitled to vote in a regular meeting except in the case of a tie. In this case, he shall cast the deciding vote.
3. The president shall perform all of the customary duties of his office and appoint committees when appropriate and needed.
4. The President shall appoint a nominating committee at the last meeting in October. Their nominees will be presented at the regular meeting in November. Nominations from the floor may be made on the date of elections.

(B) Vice-President

1. In the event the president shall be unable to perform the duties of the office, or be removed from the office, the Vice-President shall assume the duties of the President. The normal duties of the Vice-President are: Membership Chairman, soliciting and encouraging new members.

(C) Treasurer

1. The treasurer shall be authorized to open a checking account in the name of the Eva Amateur Radio Club for payment of normal expenditures. The bank account will be made accessible by two signatures. Signatures being: Treasurer and President or Treasurer and Head Trustee of the Repeater. (No two signatures by the same family)
2. The Treasurer shall receive all maintain accurate records of receipts and expenditures. All expenses must be authorized and recorded in club minutes before payment is made. A financial report will be given during each calendar quarter. Financial records shall be open for inspection by any regular member at a regular monthly club meeting.
3. The Treasurer, at the expiration of the term of office, shall prepare a detailed financial report and remit the financial records to the successor of the office.
4. In the event the President and Vice-President shall be unable to perform the duties of the office, or be removed from the office, the Treasurer shall assume the duties of the President and Vice President.

(D) Secretary

1. The Secretary shall maintain the official minutes of all regular club meetings and meetings of the officers. Maintain the official record of all changes in the articles of By-Laws of the club.
2. The Secretary shall write all official correspondence for the club, answer all official letters, and keep a file of correspondence of the club.

(E) Activities Coordinator

The activities coordinator's duties shall be assumed by the repeater committee until such time that the club has enough members to support additional officers. The duties of activities coordinator shall include the following, but not limited to: Program Coordinator, director of emergency communication and to coordinate all emergency plans and assistance activities of the Eva Amateur Radio Club. The Activities Coordinator should coordinate activities and/or programs with the President or Vice-President. The Activities Coordinator shall be a member who does not hold the office of President, Vice-President, Secretary, or Treasurer.

Article VI – Trustees

The trustees shall consist of current officers of the Eva Amateur Radio Club and Head Trustee. The head trustee shall be the licensee whose call is used on the repeater (unless this person delegates his authority to a person in the club approved by the officers and membership). All property shall be under their administrative control so long as the club has a nucleus of an organization.

In the event the Eva Amateur Radio Club is dissolved, then all property and assets will automatically be transferred to the control or be disposed of by 4 Amateurs, who are willing to serve, from the Eva area, who are or have been active members for at least 5 years. If there are none, then the 4 members will be made up of the 4 oldest ranking members.

Article VII – Dues

1. The purpose is to provide funds for current expense such as, but not limited to: Postage, printing, minor repeater repair and expense, and other items deemed necessary by the officers of the club. The annual dues will be \$15.00 per person, payable January 1st of each New Year. Any new member will pay a pro-rata of \$1.00 per month.
2. Members not paying dues by March 1st each year will be barred from official actions of the club until dues are paid. Dues will not be discounted if payment is delayed, but will require the full payment.
3. Family membership rate of \$20.00 may be obtained where all members reside at the same residence. This would include unmarried family members attending college out of town.

Article VIII – Meetings

1. Regular meetings will be held on the 2nd Monday of each month at 7:00 P.M. The meeting date, time, and place will not be changed during the year except when forced to vacate the present premises and must be approved by club officers.
2. All club business will be conducted at regular or called meetings. No club business will be conducted at an “eatin’ meeting”. An “eatin’ meeting” will be solely for the purpose of fellowship and socializing.
3. The President may call a special meeting of the Club by notifying members of the club of the upcoming meeting beginning 72 hours prior to the meeting via the club repeater and/or the repeater that is regularly used by the majority of the club. Alternately, the president may choose to notify the members by telephone 72 hours prior to the called meeting.
4. In case of a special meeting, 1/3 of the membership must be present for a quorum.
5. Regular club business may be conducted may be conducted by majority vote of voting members present.
6. The order of business for the club shall be:
 - a. Call to order
 - b. Introduction of Visitors
 - c. Report of Officers
 - d. Communications
 - e. Committee Reports
 - f. Election of new members
 - g. Unfinished business
 - h. New business
 - i. Program
 - j. Adjourn

The presiding officer may modify this sequence.

Article IX – Club Owned Repeater

1. The Eva Amateur Radio Club shall retain the right to sponsor, maintain, and control a repeater in any or all of the authorized coordinated frequencies in the VHF band and above. Any EARC repeater will be operated as an open repeater unless interference and abuse becomes a problem.
2. There shall be a repeater committee of three (3) persons holding valid and current Amateur licenses, Technician or higher and shall be Club members. One being the head trustee to oversee club owned equipment.
3. The Club shall approve all upgrades or downgrades to the repeater and equipment. The owner or controller the repeater site must approve alterations affecting structure or site building.
4. The repeater committee shall be responsible for maintenance of the repeater and shall have sole access to repeater sites and equipment. Other club members that require access shall do so through the Committee. Maintenance shall be performed by the Committee or by a person or persons under supervision of the Committee. Any repairman shall be qualified and the club shall know said person(s). The Committee shall make the club aware of necessary repairs, why they are needed, and who will be doing the repair if projected repairs exceed \$50.00. If the Committee is not qualified to project the expense then they shall come before the club and seek guidance from Club members before reaching out to commercial repairman and Amateurs from other areas. \$50.00 fund must be replenished by approval of trustees.
5. There shall be no additions or deletions of peripherals connected to the repeater, housing, or equipment by anyone unless authorized by he club.

6. The repeater committee shall be responsible for maintaining a log at the repeater site. The log shall contain information as to what routine maintenance, names of person or persons visiting the site and dates and times. This log will be made accessible to club offices and the owner or controller of the premise (site).
7. Users will be encouraged to underwrite the cost of a repeater upkeep, Auto-Patch, and Telephone line if the repeater is so equipped. Officers shall have the option of closing the autopatch to non-contributing users if costs are not covered.
8. Donations form from Amateurs and other persons outside the area will be accepted to this fund and regular club fund, however the donor will not have a voice or vote in the affairs of the Club and/or repeater operation.

Article X – Parliamentary Authority

The rules contained in “Robert’s Rules of Order Revised” shall govern in all cases to which they are applicable, and in which they are not inconsistent with this Constitution & By-Laws.

Article XI – Review of Bylaws

These By-Laws shall be reviewed every two (2) years by the club.