

# By-Laws of Snake River Amateur Radio Club

August 2020

I: Duties of the Board of Directors shall be defined as follows:

- A. The position of the chair person shall be appointed by and from within the Board. Any Board member may assume the duties of the chairperson in his/her absence
- B. The position of Chairperson is to be filled by a Board member in his/her second year of term only. He/she shall preside over all meetings of the club and conduct the same, decide all questions of order; sign all and only those official documents that are adopted by the club; and perform all other customary duties pertaining to the office of the chairperson.
- C. One Alternate Board Member will be appointed by the Board Members for an indefinite term. The duties of the Alternate Board Member will be to fill a vacant board member seat at the Board Meetings.

II. The Duties of the Secretary and Treasure.

If deemed necessary, the positions of Secretary and Treasure may be held by one person.

A. The Secretary shall keep records of all meetings, keep a complete roster of all members, their category and statues of their dues; carry on all correspondence and read all pertinent communications at each meeting. The Secretary shall keep club records for a period of three years. The secretary may be appointed by the Board Members. The Secretary does have to be a full member of the club. If appointed by the board, the Treasurer does not have full board voting privileges.

B. The treasurer shall receive and receipt all monies paid to the club; shall keep an accurate account of all monies received and expended. The officers shall establish bank account(s) for the club. Checks shall require the signature of the Treasurer designated in writing as an authorized signer. No bills shall be paid without proper authorization by the club or its board of directors. The treasurer shall submit a financial statement at the end of each month to the Board of Directors.

- I. At each October General Meeting two voting members, not on the Board of Directors, will be elected by the club to audit all records and accounts. A complete report will be presented at the Regular November meeting.
2. The Treasurer may be appointed by the Board Members. The Treasurer does have to be a full member of the club.

### III: Recall:

A. Recall of any officer or member of the Board may be initiated by written petition, submitted to any member of the Board and signed by at least ten (10) full members of the club. The recall election shall be held at the next scheduled meeting following the presentation of the petition to the membership at a regularly scheduled meeting. An officer shall be recalled upon a vote to two-thirds of the full members present.

### IV: Election and Terms of Office:

A. Nominations for Board of Directors shall be held by secret ballot, to take place at the November meeting with the new directors to take office the subsequent January each year.

B. Board members are for a term of three years and no longer staggered.

C. No one full member may serve on the board of directors for two consecutive terms, unless the Board and the General membership approves and/or nominates a sitting Board member for additional consecutive term(s) due to low membership or lack of active membership volunteers for a position.

### V: Vacancies of an office:

A. Any vacancies created by death, resignation, loss of amateur license or removal from office will be filled by a majority vote of the full voting membership at any regular meeting.

B. The officer-elect shall fill the vacated office immediately after election and will fill the remaining term of the vacated office.

### VI. Meetings:

A. Regular meetings shall be held monthly as set by the membership.

B. Special meetings, experiments, or outings may be called at any time by the chairperson or by a vote of the membership. The secretary shall notify as many members as possible of such meetings. Notices shall arrive by ordinary mail, email, telephone, radio, or in person not less than 48 hours prior to the special meeting.

C. Board meetings shall be held at such times as the chairperson may designate. These meetings shall be open to all members of the club.

D. The procedure of all meetings shall be governed by "Robert Rules of Order".

#### VII. Committees:

A. The Board, in carrying out the duties of the office, shall create and dissolve committees to further the purposes of the club and shall appoint committee chairperson.

B. The committee chairpersons shall report to the club on actions of the committee at the request of the club chairperson or membership.

#### VIII. VIII. Membership

A. Membership shall be open to any person interested in Amateur Radio. The categories of membership shall be as follows:

1. Full Member is a licensed Radio Amateur whose dues are paid in full, thus giving him/her the right to vote on all matters brought before the general membership.
2. Honorary member is the title that may be bestowed upon individuals who have rendered outstanding service or contribution to the club. Honorary members shall be elected by a two-thirds majority vote of the full and associate members present at the meeting. Nominations shall be read one month prior to the vote. Honorary members shall not pay dues nor have voting privileges.
3. Associate member is any person interested the purpose of the club but is not a licensed radio amateur. Associate members pay dues equal to  $\frac{1}{2}$  half the full member dues and are eligible to vote on any item before the membership except those involving the election of the board, control and operation of radio equipment or changes in the constitution or by-laws. Payment of prorated full member dues by the associate members upon attaining an Amateur Radio Operator license shall automatically gain full member status.
4. Family Membership shall consist of husband, wife, or dependent depending on situation. The dependant should be under 18 years of age. Dependent children must convert to full or Associate Membership upon reaching their eighteenth birthday unless they are a full time student up to the age of 22. They pay the Family Membership dues and have one vote apiece.

5. If a member of the club is on active duty with the Military overseas they will maintain full membership at no cost to the individual.
6. If at anytime, a member wishes to resign from the club, it is requested that written notice of such resignation be given to the secretary.

**IX. Dues:**

A. The annual dues shall be established by the Board of Directors with the approval of the full members in conjunction with the establishment of the Annual Budget.

B. Annual dues for licensed radio amateurs who are students in Grades one (1) through twelve (12) shall be established at fifty percent (50%) of regular full member rate if not part of the family rate.

C. Annual dues are assigned on a calendar year basis and are payable by the first club meeting in January.

D. New members who join during the year shall have their dues prorated by the number of full months remaining in the year.

E. Any member whose dues are in arrears for three months shall be dropped from the membership. Members dropped from the roster for any reason of unpaid dues shall not be reinstated until they have paid the current year's dues in full.

F. No refund of dues shall be made upon termination of membership.

Revised: May 2021