

JAMESTOWN AMATEUR RADIO CLUB CONSTITUTION AND BY-LAWS

ARTICLE I: NAME

- SECTION 1 The name of this organization shall be the "Jamestown Amateur Radio Club."
- SECTION 2 The operation of the Club shall be perpetual and non-profit in its structure.

ARTICLE II: PURPOSES

- SECTION 1 The broad objective of the Club shall be to promote general interest in amateur radio activities. This will be accomplished through on-going efforts to advance the specialized standards of persons engaged in amateur radio activities. Within this broad objective, the purposes of the organization are:
- A. To further the exchange of information and cooperation between Club members.
 - B. To promote radio knowledge, fraternalism, and individual amateur radio operating efficiency.
 - C. To conduct programs and activities that advance the general interest and welfare of the State of North Dakota, the local community, and amateur radio.
 - D. To improve the public's awareness of amateur radio.
 - E. To establish effective partnerships between educational groups, emergency management and first response organizations.

ARTICLE III: MEMBERSHIP

- SECTION 1 Membership shall be open to any individual having an interest in amateur radio or other activities that may be associated with amateur radio. A Federal Communications Commission (FCC) amateur radio license is not a prerequisite to membership. Membership extends voting rights to individuals when dues are current.

- SECTION 2 Members are eligible to serve as an Officer of the Club after completing one year as a paid Club member and keeping dues current.

ARTICLE IV: VOTING RIGHTS

- SECTION 1 Voting on all issues coming before the Club may be conducted by secret ballot, if requested. A simple majority of the members present shall determine outcomes. At those times when a meeting is not scheduled but a vote of the membership is required, a simple majority of the members via electronic voting procedures authorized by the Board of Directors shall determine outcomes.

ARTICLE V: MEMBERSHIP DUES

- SECTION 1 The membership year of this organization shall be the calendar year from January 1 through December 31 annually. Membership dues shall be paid to the Treasurer.
- SECTION 2 Membership categories and associated dues are as follows:
- A. Individual Memberships: \$15 annually.
 - B. Household Memberships: \$20 annually.

ARTICLE VI: TRUSTEE

- SECTION 1 A Trustee shall be elected by simple majority of the membership. The term of the Trustee shall not have a predetermined length. The individual elected as the Trustee may also be an Officer of the Club. The Trustee shall serve as a voting member of the Board of Directors.
- SECTION 2 The Trustee shall:
- A. Serve as custodian of the Club's FCC license(s), which authorize the Club to operate one or more transmitting stations, repeaters, etc.
 - B. Provide ND Secretary of State filing documentation to the Club Secretary.

ARTICLE VII: OFFICERS AND BOARD OF DIRECTORS

- SECTION 1 The Officers of the Club shall be:
- A. President
 - B. Vice-President
 - C. Secretary
 - D. Treasurer
- SECTION 2 The Board of Directors shall be:
- A. The Officers of the Club
 - B. Trustee
- SECTION 3 The term of office for President and Treasurer shall be two years. Elections for each of these officers will occur in odd numbered years and may be re-elected in succeeding years.
- SECTION 4 The term of office for Secretary and Vice-President shall be two years. Elections for each of these officers will occur in even numbered years and may be re-elected in succeeding years.
- SECTION 5 Elections for the Officers of the Club will be held at the Club's annual meeting. These positions will be filled by simple majority vote of the members present.
- SECTION 6 Any member may serve as an Officer of the Club/Board of Directors after one year of paid membership and keeping dues current.
- SECTION 7 The newly elected Officers of the Club/Board of Directors shall begin their terms of office at the beginning of the new membership year.

ARTICLE VIII: DUTIES OF OFFICERS

- SECTION 1 The President shall:
- A. Preside at all regular Club meetings and perform all other duties assigned by the Board of Directors.

- B. Serve as Chairperson of the Board of Directors.
- C. Keep accurate records and promptly deliver all records to the successor in office or to whomever the Board of Directors may designate to receive them.

SECTION 2 The Vice-President shall:

- A. Perform all duties of the President in the absence or disability of the President.
- B. Keep accurate records and promptly deliver all records to the successor in office or to whomever the Board of Directors may designate to receive them.

SECTION 3 The Secretary shall:

- A. Serve as Secretary to the Board of Directors and at all Club meetings.
- B. File necessary paperwork with the ND Secretary of State.
- C. Keep accurate records and promptly deliver all records to the successor in office or to whomever the Board of Directors may designate to receive them.

SECTION 4 The Treasurer shall:

- A. Serve as Treasurer to the Board of Directors and at all Club meetings.
- B. Keep a complete roll of the membership of the Club.
- C. Make approved purchases and disperse funds.
- D. Perform all membership billing as directed by the Board of Directors.
- E. Receive all funds belonging to the Club and maintain a bank account for the orderly processing of all funds.
- F. Prepare a financial report and present it at Club meetings and make financial records available to the Board of Directors.
- G. Keep accurate financial records and promptly deliver all monies and

records to the successor in office or to whomever the Board of Directors may designate to receive them.

SECTION 5 In the event a vacancy occurs in any position of the Officers of the Club, the President shall appoint a replacement with the approval of the Board of Directors. The individual appointed will complete the term of the vacant position and may choose to run for re-election.

SECTION 6 Any Club member may submit a written petition to any member of the Board of Directors to begin proceedings to remove a member of the Board of Directors, an Officer, the Trustee, or a member of the general membership, if the individual in question:

- A. Has neglected official duties as set forth in these Constitution and By-Laws.
- B. Is a gross violator of amateur radio and/or Club rules.
- C. Has acted in such a way that may cause harm to the Club, its reputation, the Officers/Directors, or the general membership.

Upon receipt of the petition, the Board of Directors will inform the individual subject to removal of said proceedings and offer the individual the opportunity to resign the office or withdraw their Club membership. If the individual chooses not to exercise the opportunity, the petition will be presented at the next regular or special meeting of the Club to conduct a full and fair review of the charges. A vote of the membership at the meeting is required with two-thirds of the membership voting in favor of the removal.

ARTICLE IX: BOARD OF DIRECTORS

SECTION 1 The Board of Directors may meet following the elections for office to determine policies for the coming membership year, and at such times as may be called by the President.

SECTION 2 The Board of Directors shall have full power and authority during intervals between regularly scheduled Club meetings to perform all the functions which the Club might perform. All members of the Board shall have equal voting rights.

SECTION 3 A simple majority of the Board shall constitute a quorum, and a simple majority vote of those present at a meeting shall determine all issues. At

those times when a meeting of the Board is not scheduled, but a vote is required, a simple majority of the Board members via electronic voting procedures shall determine all issues.

ARTICLE X: COMMITTEES

- SECTION 1 Permanent committees may be established by a simple majority vote of those present at a meeting.
- SECTION 2 All permanent committee member seats are to be filled by appointment of the President. Most committee appointments will be for one year. However, to maintain committee continuity from one year to the next, the succeeding President will re-appoint a minimum of two existing committee members back to the same committee.
- SECTION 3 Special committees may be established, and their members appointed by the President at any time to perform such duties as may be defined by the Board of Directors. Special committees will cease to function when their specific task is completed or at the next annual meeting.
- SECTION 4 The chairperson of each permanent or special committee shall be determined by the President.
- SECTION 5 A simple majority of those present at either a permanent or special committee meeting shall constitute a quorum, and a simple majority vote of those present shall determine all issues. At those times when a committee meeting is not scheduled, but a vote is required, a simple majority of the committee members via electronic voting procedures shall determine all issues.

ARTICLE XI: MEETINGS

- SECTION 1 The Club shall hold a minimum of four quarterly meetings annually. The last quarterly meeting of the membership year will be considered the annual meeting. The time and place of these meetings shall be determined by the Board of Directors.
- SECTION 2 The members of the Club are to receive notice of meetings, not less than five (5) days prior to such a meeting.
- SECTION 3 Special Club meetings may be called by the President, or by a majority decision of the Board of Directors.

SECTION 4 The members at any Club meeting shall constitute a quorum.

SECTION 5 Robert's Rule of Order shall be the parliamentary authority for all matters of procedure not specifically covered herein.

ARTICLE XII: DISSOLUTION

SECTION 1 Upon dissolution of the Club, the Board of Directors shall, after paying or making provision for the payment of all liabilities of the organization, dispose of all the assets of the Club. In fulfillment of this requirement, the Board of Directors shall liquidate all remaining assets of the Club to the highest bidder and the proceeds be distributed to the Amateur Radio Relay League (ARRL).

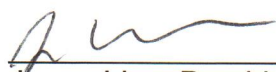
ARTICLE XIII: AMENDMENTS

SECTION 1 The Constitution and By-Laws may be amended by a two-thirds vote of a quorum present at the annual meeting, if all requirements in Sections 2 and/or 3 of this Article have been met.


SECTION 2 When a vote to consider an amendment to the Constitution and By-Laws is initiated by the Board of Directors, the Board will present the proposed changes to the membership, at least ten (10) days in advance of the annual meeting.

SECTION 3 Club members may propose changes to the Constitution and By-Laws by submitting them in writing to any member of the Board of Directors no later than thirty (30) days prior to the annual meeting. The Board of Directors shall review the proposed changes, and upon Board approval, present them to the membership, at least ten (10) days in advance of the annual meeting.

DATE ADOPTED: April 20, 2022



Jason Linz, President



Michelle Linz, Secretary

