

CONSTITUTION AND BY-LAWS
of the
PORTER COUNTY AMATEUR RADIO CLUB, INC.

PREAMBLE

We, the undersigned, wishing to secure for ourselves the pleasures and benefits of a club of persons commonly interested in amateur radio, do hereby constitute ourselves the Porter County Amateur Radio Club, and do enact this constitution as our governing law. It shall be our purpose to facilitate the exchange of information and the general cooperation between members, to promote radio knowledge, fraternalism, and individual operating efficiency, and to conduct club programs and activities as to advance the general interest and welfare of amateur radio in the general community. This club is a not for profit corporation as governed by the laws of the State of Indiana.

ARTICLE I - MEMBERSHIP

Section 1. All persons interested in amateur radio shall be eligible for membership. Membership shall be by application and election upon such terms as it's By-Laws provide.

Section 2. Members may be removed, on motion, by a majority vote of the total membership. Any member so removed, forfeits all their rights to the Porter County Amateur Radio Club. Any dues that they paid for the current year, shall be pro-rated and the unused portion returned to them.

ARTICLE II - OFFICERS

Section 1. The officers of this club shall be a President, Vice President, Secretary and a Treasurer. All nominees must hold a valid Amateur Radio license, and their dues must be paid in full for the current year.

Section 2. The Board of Directors shall consist of the four (4) officers and three (3) elected members, who also must hold a valid Amateur Radio license, and have their dues paid in full for the current year.

Section 3. The officers of this club shall be elected for a term of one (1) year, by ballot of the members present, provided there be a quorum present, at the regular meeting of the month of March.

Section 4. If a vacancy occurs, for whatever reason, in the office of President, that vacancy will be filled with the Vice President for the remainder of the term. The Vice President vacancy will then be filled under Article II, Section 6.

Section 5. Officers may be removed, on motion, by a 2/3 majority vote of the total membership. With the exception of president, any office vacated in this manner will be filled in accordance with Article II, Section 6.

Section 6. Vacancies occurring between elections must be filled by special ballot. Nominations for the vacated office will be accepted at the next regular meeting. If only one person is nominated for the office, then no special election need be held. Interim appointments shall be the responsibility of the President.

ARTICLE III - DUTIES OF OFFICERS

Section 1. The President shall preside at all meetings of this club, and the same according to the rules adopted. He/she shall enforce due observance of the Constitution and By-Laws, decide all questions of order, sign all official documents that are adopted by the club, and none other, and perform all customary duties pertaining to the office of the President, including the appointment of committee chairman.

Section 2. The Vice-President shall assume all the duties of the President in the absence of the latter. He/she shall be responsible to provide a program for the monthly meeting.

Section 3. The secretary shall keep a record of the proceedings of all meetings, keep a roll of members, submit applications for membership, carry on all correspondence, read communications at each meeting, keep the constitution and the By-laws of the Porter County A R C and have the same with him/her at every regular and special meeting. He/she shall cause all amendments, changes and additions to be noted thereon and permit the same to be consulted by members upon request, and shall at the expiration of his/her term, turn over everything in his/her possession, belonging to the PORTER COUNTY AMATEUR RADIO CLUB, to his/her successor.

Section 4. The Treasurer shall receive and receipt all monies paid to the club. He/she shall keep and maintain an accurate account of all monies received and expended. He/she shall pay no bills without proper authorization, by the club or its officers constituting a business committee. An oral financial report shall be given at each monthly meeting, and at the end of each year, he/she shall submit an itemized statement of disbursements and receipts. He/she shall at the expiration of his/her term, turn over everything in his/her possession belonging to the Porter County A R C to his/her successor.

Section 5. The Board of Directors may meet once a month to discuss matters of concern to the Porter County A R C. Any Director has a right to call a meeting of the board, in the absence of regularly scheduled meetings. The results of all board meetings will be discussed at the next regular meeting with the general membership. Any decisions made by the board must be approved by the general membership at the next regular membership meeting. The Board has the power to review and return to the floor, at the next general meeting, for further discussion, any motions made on the floor, that it deems detrimental to the well being of the club.

ARTICLE IV - ELECTION OF OFFICERS

Section 1. Nomination of Officers: Nomination of candidates for office shall be held during the January meeting of the general membership and reopened during the February general meeting for new entries or withdrawals. Nominations shall then be closed.

Section 2. Election of Officers: Election of officers shall be held during the March general meeting and conducted by an Election Committee appointed by the President. Voting shall be done on a secret ballot, listing the candidates full names and calls, and given to each member in good standing. Completed ballots shall be placed in a ballot box and thereafter the votes counted by the Election Committee. The results shall be clearly announced and posted by the same committee.

Section 3. The Right to Vote: All members who have their dues paid in full before March 1, have the right to vote during an election of officers. Exceptions to this are unlicensed, minor children, who are members through the family membership, will not be eligible to vote. Enforcement of this section is the duty of the Election Committee.

ARTICLE V - MEETINGS

Section 1. Regular meetings shall be held each calendar month at such place the president shall order. Special meetings may be called by the president upon written request of any five members of the club. Notices shall be sent to all members informing them of special meeting and the business to be transacted. Such notices shall be sent so that in the ordinary postal delivery they will arrive at least twenty-four (24) hours before the time set for the meeting. Only such business as is designated in the notice shall be transacted at such special meetings. One fifth of the membership shall constitute a quorum for the transaction of business at all meetings.

Section 2. Robert's rules (or Cushings Manuals) shall govern the proceedings at all meetings.

Section 3. The minutes of the meeting may be published in their entirety in the issue of the club newsletter following the meeting. They may be approved and adopted without further reading by a motion from the floor at the next regular meeting.

ARTICLE VI - DUES

Section 1. The Porter County Amateur Radio Club, by a majority vote of those members 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 club within it's objective as set forth in the preamble, thereof. Non-payment of such dues or assessments shall be cause for expulsion from the club.

Section 2. All membership dues are due January 1 and shall be paid before March 1 of each year. Members age 18 and under, or if a full time student, 21 and under, or 65 and over, or if retired and 55 and over, shall be assessed 50% of the dues charged to regular members. Family memberships shall be assessed 1.5 times that charged to regular members. A family is defined as a man and woman and any minor children they may have still living with them. Minor children who obtain membership through the family plan shall have no voting rights, unless they are licensed amateurs.

Section 3. A grace period will be extended to any member, who for whatever reason, doesn't pay his/her dues before March 1. Those people who let their dues elapse, will have until June 1 to pay their dues without being treated as a new member under Article I, Section 1.

ARTICLE VII - AMENDMENTS

Section 1. This Constitution may be amended by a two thirds vote of the total membership. Proposals for amendments shall be submitted in writing at a regular meeting and may not be voted on until the next regular meeting.

ARTICLE VIII - BY-LAWS

Section 1. This constitution authorizes the enactment of a body of by-laws. By-laws may be enacted at any regular club meeting. A simple majority may enact, amend or repeal any By-law unless otherwise noted in the By-law.

Section 2. Any By-law enacted may not repeal or detract from any provision of the Constitution.

Amended and adopted Jan. 1, 1993