

WEST VALLEY AMATEUR RADIO CLUB, INC.

BY-LAWS

ARTICLE I

MEMBERSHIP

Sec. 1

Upon completion of the membership application and payment of the current year's dues, the applicant shall become an active member.

Sec. 2

The Club subscribes to a code of ethics embodied in what is popularly known as the "Radio Amateur Code". Any member conducting themselves as a radio amateur in a manner that is deemed detrimental to the best interests of the Club or amateur radio in general, shall be warned by the Board of Directors. This communication shall be in the form of a letter from the Board of Directors, sent via the US Postal Service, certified return receipt requested. If such conduct continues willfully and intentionally, such member may have their membership terminated by a majority vote of the members present and voting at any regular or special meeting of the Club. The member may be reinstated by a similar procedure.

ARTICLE II

FINANCES

The Treasurer shall keep accurate accounts of all receipts and expenditures and report thereon at each regular Club meeting.

A budget for the club Fiscal year will be formulated by the treasurer and approved by the club membership.

Checks may be signed by either the President, Secretary or Treasurer for day to day expenses such as postage, printing, etc. Up to \$250 in any one month may be incurred by the majority vote of the board. Specific expenses in excess of \$250 must have the vote of the membership. The Treasurer will be bonded if the Club funds exceed \$15,000 for more than 30 days.

ARTICLE III

ELECTION OF OFFICERS

Sec. 1

Any active member in good standing shall be eligible for any office.

Sec. 2

Nominations may be made from the floor, including recommendations of the Nominating Committee.

Sec. 3

The President shall appoint the Nominating_Committee to officiate during elections.

Sec. 4

Nominations shall be made at the January and March meetings and elections to be held at the March meeting.

ARTICLE IV

MEETINGS

Sec. 1

Regular meetings shall be held on the first Monday of each month at St. Clement Church 15800 Del Webb Blvd, Sun City, AZ, or as announced by the Secretary.

Board meetings shall be held monthly at a time and place decided by the current board and posted in the Short Skip newsletter.

Sec. 2

Special meetings may be called by the Board of Directors, who must declare the business to be transacted at such Special meeting.

Sec. 3

A Special meeting shall be called by the Board of Directors upon written request of two active members in good standing, this request to be addressed to the President.

Sec. 4

The general membership and board meetings shall consist of the following elements:

- a.** Call to order
- b.** Introduction of speaker(s) and program
- c.** Introduction of visitors and new members
- d.** Approval of previous meetings minutes
- e.** Treasurer's report
- f.** Reading of communications
- g.** Reports of committees
- h.** Unfinished business
- i.** New business
- j.** QST's and messages of interest to the membership
- k.** Adjournment

Sec. 5

A quorum shall consist of a majority of those active members present at the regular or special meeting in question.

A quorum for the board meetings requires 5 board members.

ARTICLE V

COMMITTEES

Sec. 1

There may be the following committees: Membership, Public Relations/EmComm, Technical, Program, Nominating, Auditing, and such other committees as the President may deem necessary. Chairmen of these various committees will be appointed by the President. Except for the Nominating Committee, whose members will be appointed by the President, other committee members will be appointed by the respective committee chairmen.

Sec. 2

The duties of the Membership Committee are to receive and report membership applications, validate such applications under article II of the Constitution, maintain membership records, and introduce new members and guests to the membership.

Sec. 3

The duties of the Public Relations/EmComm committee shall be to:

- a. Assist in maintaining a position of cooperation and establish good relations for the Club membership within the community and among its residents.
- b. Promote good public relations by and for the Club in this area by appropriate news releases of all Club activities and amateur communications activities as may affect residents of the community.
- c. Develop operational plans for the club regarding emergency communications. Ensure the Club's plans will support the mission of various local, state and federal departments in the event of an emergency. Determine what other local, state or national EmComm organizations the club should affiliate with and be the contact point with these organizations.

Sec. 4

The duties of the Technical Committee shall be to investigate reports of technical issues, such as interference and to recommend to parties concerned appropriate remedial action. The Committee Chairman or other committee member customarily visits the party making a complaint, arranges for mutual observation of the problem prior to making a technical appraisal of the cause and concluding recommendations.

Sec. 5

The duty of the Program committee is to provide interesting programs for meetings. The committee will have the authority to set dates for the appearance of speakers, after consultation with the President.

Sec. 6

The duty of the Nominating Committee is to recommend a slate of officers for the ensuing year. In preparing their recommendation for each office, the committee will interview their prospects for office and ascertain that the individual will accept the office, if elected.

Sec. 7

The duties of the Auditing Committee shall be:

- a.** To audit annually all receipts and disbursements and financial records of the Club.
- b.** To report thereon to the membership at the March regular Club meeting.

No officer shall be a member of this committee.

Sec 8

Benevolent Committee: The purpose of this committee is to provide assistance to members and their families in their time of need.

ARTICLE VI

DUES

Sec. 1

Annual dues for members shall be \$15.00, payable in advance by the January meeting.

Sec. 2

A new member who joins for the first time two months prior to the beginning of the Club year shall be considered as paid up for the following year. (This serves as a "good-will" gesture.)

Sec. 3

A new member who joins between July 1 and Nov 1 shall pay one-half the annual dues.

Sec. 4

Any member in arrears three months shall be considered as a non-member and shall have no voice in meetings.

ARTICLE VII

AMENDMENTS

Amendments to these By-Laws may be by simple majority vote of the active members present at the meeting at which the amendments are voted upon to become effective. Proposals for Amendments shall be submitted in writing to the President by at least two active members and shall be presented at a regular or special meeting but shall not be voted upon until the following regular meeting.

ARTICLE VIII

RULES

Robert's Rules of Order shall govern all proceedings of the Club.

Revised Oct 18, 2015

Revised Oct 3, 2016