

SUSSEX AMATEUR RADIO ASSOCIATION BYLAWS

ARTICLE I. ASSOCIATION DOCUMENTS

It shall be the duty of the Secretary to maintain an up-to-date file of the (1) Constitution, (2) Bylaws, (3) Certificates of Incorporation, (4) IRS confirmation of tax-free status, (5) other documents entrusted to the Secretary by the President, as well as (6) Resolutions and (7) Minutes. The documents maintained by the Secretary shall be the Official Copy for reference by the members. The official membership roster will be published by the Secretary and/or Treasurer.

ARTICLE II. MEMBERSHIP

1. Full membership is open to all licensed Radio Amateurs. Full membership includes all Association privileges as well as the right to hold office and to vote for officers
2. Life membership may be granted to any member in good standing, who has made a significant contribution to the association, by a majority vote of the membership at any monthly meeting. Life members shall have all rights and privileges of a Full member however a Life member is exempt from having to pay dues.
3. Student membership is open to any full time student that is a licensed Radio Amateur.
4. Associate membership is open to all other interested persons... If an Associate member obtains an Amateur Radio License his/her membership will be upgraded to full membership for the remainder of the calendar year at no cost. Associate members will not be eligible to vote or hold office.
5. Applications for membership may be submitted at any time to the Treasurer.

ARTICLE III. ELECTION OF OFFICERS

Every September the president shall appoint a Nominating Committee. It shall be the duty of the Nominations Committee to field candidates from the eligible membership to fill the following offices: President, Vice President, Secretary, Treasurer, and Directors. At the October and November Meetings the Nominating Committee shall present their findings to the body. Nominations will also be entertained at these meetings from the floor with the election to be held at the November meeting. All officers shall be elected for a term of one year. Officers will be sworn in at the December meeting.

ARTICLE IV. MEETINGS

Regular meetings shall be held on the third Wednesday of each month, at such place as the President shall order. However under certain circumstances the President may change the date and location provided the membership has been given 72 hours notice. Upon written request of five Association members, the President may call special meetings. Members shall be notified seventy two hours in advance of special meetings and the business to be transacted. This notification can be via email if a member has an email address, however members not having email shall be notified in writing.

ARTICLE V. DUES

According to the Constitution, Article V, and a regular annual assessment as shown in the schedule below is payable at the January meeting for the purpose of providing current operating funds.

Individual licensed member.....	\$20.00
Associate member with no voting rights.....	\$10.00
Student membership (must be a full-time student).....	\$10.00
Family membership: 1st member.....	\$20.00
Each additional family member (including spouse).....	Free

New members shall be assessed on a monthly prorated basis and Student members will be assessed at a rate of \$10.00 payable at the January meeting.

Members whose dues are in arrears three months will be dropped from membership and will forfeit Association privileges. Delinquent members may be reinstated with the submission of dues for the current calendar year.

ARTICLE VI. COMMITTEES

The Association shall maintain committees whose chairman shall be appointed by the President. The chairman of a committee shall appoint additional committee members as required. Committees may be created or disbanded or duties combined at the discretion of the President and the will of the Association. The Association membership can with a majority vote create or disband a committee at any regular meeting.

Section 1. Membership Committee

The membership committee shall actively promote the Association and its activities for the purpose of drawing new members into the Sussex Amateur Radio Association.

Section 2. Audit Committee

At the February business meeting, the President shall appoint a committee to audit the books by the March meeting.

Section 3. Finance Advisory Committee

This committee is responsible for advising the Association on asset investments. The Finance Advisory Committee consists of three members with one member rotating off each year to be replaced re-appointed by the President. A member normally will serve three years. The committee chairman will be serving his last year on the committee.

Section 4. Repeater Committee

- a. A Repeater Trustee shall be appointed as custodian of the club license. Actions that may affect the Sussex Amateur Radio Association's FCC club license, repeater coordination, or repeater administrative or technical records shall be coordinated with the Trustee.
- b. The President shall appoint a Repeater Committee Chairman. The Chairman normally will be the Repeater Trustee. At least three members will serve on the committee.
- c. The Repeater Committee is responsible for maintenance of the Association's repeaters including antennas, controllers, test and other equipment. The committee is responsible for ensuring proper use of the repeater and auto patch privileges. The committee will include the appropriate number of control operators to monitor repeater operation and use. If needed, the committee may direct investigations, invite proper inquiries, determine facts and establish testimonies within its provinces and report its results to the Association.

Section 5. Special Project Committees

Additional committees may be appointed as needed to handle special projects.

ARTICLE VII. PROPERTY OFFICER

1. The Property Officer is appointed by the President to maintain a record of Association property and equipment including cost, location, expenses, condition, and other relevant information to render a full and accurate accounting to members.
2. Any equipment donated to the Association will be received with thanks, and recorded by the Property Officer in the Association's official records.
3. Any equipment loaned to a member must be recorded in the log, with the condition of the equipment noted and the log signed by the member borrowing the equipment. Upon the return of said equipment by the borrower, the Property Officer must sign the log and shall verify that the equipment has been returned and that it is in as good a condition as when it was borrowed.
4. At the beginning of each year the Property Officer shall inventory all Association equipment noting the location, and condition of each item. This information shall be recorded in the official Association records and reported to the membership and the insurance broker if any.

ARTICLE VIII. EXPENDITURES

The President, Vice President, Secretary, and Treasurer may authorize purchases of \$100.00 or less. Purchases over \$100.00 must be approved by a majority vote of members at any regular or special meeting.

ARTICLE IX. MEMORIALS

A memorial of \$50.00 may be sent to the family of a member who has become a silent key or,

instead of memorial, a food tray not to exceed \$50.00 may be purchased and delivered to the family by the treasurer or a representative.

ARTICLE X. DISSOLUTION

In the event this Association shall cease to exist, all loaned equipment shall be returned to the owner. All equipment owned by the Association and all monies in the Treasury shall be donated to a non-profit organization of similar purpose.

Revised (11/13/2007).

Approved by the membership on: November 13, 2007

Signed:

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|-------------------|---------------------------------|-------|
| 1. President | <u>Joseph Stormer (W3TL)</u> | _____ |
| 2. Vice President | <u>William Prettyman (W3DR)</u> | _____ |
| 3. Secretary | <u>William Hammond (N3IOD)</u> | _____ |
| 4. Treasurer | <u>Dennis Karol (KB3MJ)</u> | _____ |