

Thunder Bay Amateur Radio Club

Constitution and By-Laws

We the undersigned officers of the Thunder Bay Amateur Radio Club, wishing to share the pleasures and benefits of the association of persons with a common interest in electronics, amateur radio communication and community service; do now enact this revised constitution as our governing law, pursuant to Section 911 of Act 162, Public Acts of 1982 Of the State of Michigan, as amended.

It shall be our purpose to:

- facilitate the exchange of information and general cooperation between members.
- increase the knowledge of electronics as related to communications, both in ourselves and in the scientific community
- improve individual skills in radio operation.
- advance the level of emergency preparedness among the membership.
- provide emergency and public service communication.
- promote and enhance our friendship with HAMS in our community and around the world.
- so conduct Club programs as to advance the general interest and welfare of amateur radio in the community.

We furthermore wish to acknowledge the efforts of our founders who met on February 9, 1961 to establish our organization and draft the first constitution adopted on February 23, 1961, in the City Of Alpena, Michigan.

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 the Club shall by its' by-laws provide.)

Section 2 Full Membership: Any person holding a current amateur radio license, shall be eligible for full membership and entitled to all the rights and privileges thereof.

Section 3 Associate Membership: Any person, with or without amateur license, shall be eligible for associate membership. Associate members shall not be allowed to vote or hold office in the Club.

Section 4 Family Membership: All member of one household shall be included in a family membership. All licensed members of the household shall be entitled to the same rights and privileges as of full members.

Section 5 Honorary Life Membership: from time to time the Club may wish to recognize persons for exemplary service to the Club, the community, or amateur radio. Honorary Life Memberships may be approved or revoked at a regular membership meeting only after:

1. proposed memberships have been presented at the two regular meetings preceding the vote to approve.

2. At least one written notice of the proposed Honorary Life Membership has been provided to all members within two weeks (but not less than 72 hours) prior to the vote to approve.
3. Approval of 2/3 of the membership present. All Honorary Life Members shall be entitled to the same rights and privileges of full members.

Article II

OFFICERS

Executive Committee and Appointments

Section 1 The executive committee, hereby referred to as the officers of this club, shall be elected for a term of one year by ballot of the members present (provided there be a quorum) at the annual meeting on the fourth Tuesday in May of each year.

Section 2 Nominations of officers will be held on the fourth Tuesday of April. Nominations will be gathered by the nominating committee prior to the elections, and, according to the bylaws.

Section 3 The officers of this club shall be a president, vice president, secretary, treasurer, and, at the option of the board, an activities manager. All officers of this club shall be licensed amateur operators.

Section 4 Vacancies occurring between elections must be filled by special ballot during the first regular meeting after the meeting in which the withdrawal or resignation is announced.

Section 5 Officers may be removed by a vote of three-fourths of the members present at the special meeting called for this purpose. (See by-laws sec. 7)

Article III

Duties Of The Officers

Section 1 The president shall preside at all meetings of this club, and, conduct the same according to the rules adopted. He/She shall enforce due observance of this constitution and by-laws, decide all questions of order and with the secretary, sign all official documents that are adopted by the club/and perform all customary duties pertaining to the office of president. He/She shall, at the expiration of his/her term, turn over everything in his/her possession, pertaining to the office, to his/her successor.

Section 2 _ The Vice President shall assume all duties of the President in the absence of the latter. In addition, the Vice President shall be responsible for club publicity and membership recruitment. He/She shall plan activities for club meetings and other special events to help advance the general club interest. He/She shall maintain close Liaison with the ARRL section emergency coordinator to further club participation in the Amateur Radio Emergency Services. He/She shall, at the expiration of his/her term, turn over everything in his/her possession pertaining to the office, to his/her successor.

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, and mail written notices to each member of every meeting of the Club, except when excused by action under the by-laws. He/She shall, at the expiration of his/her term, turn over everything in his/her possession, pertaining to the office, to his/her successor.

Section 4 The Treasurer shall receive and receipt for all monies paid to the Club, He/She shall keep an accurate account of all monies received and expended and submit a summary report thereof at each meeting. He/She shall pay no bills without proper authorization, as stated in the by-laws.

At the end of each quarter, he/she shall submit an itemized statement of disbursements and receipts. He/She shall, at the expiration of his/her term, turn everything in his/her possession pertaining to the office, to his/her successor.

Section 5 The activities manager shall organize club radio station activities, and plan and recommend contests for operation benefit and to advance the general Club interest and activity, as may be approved by the Club. He/She shall maintain close liaison with the ARRL Emergency Coordinator or Sec to further the fullest possible Club participation in the Amateur radio Emergency Corps. He/She shall encourage new stations in reporting activities to the Club (bulletin) and to the elected section communication official of the ARRL. All these things to make the reputation of the Club and amateur radio activities in the community as outstanding as possible, He/She may appoint traffic committees or assistants to aid Him/Her in specific branches of activities.

Article IV

Club Station License

1. Trustee, hence forth referred to as the Custodian of the Club Station License, shall be elected by the Club for a term coincident to the expiration of the FCC issued Club Station License.
2. Custodian shall be dues-paying member in good standing upon election, and, shall maintain same during his/her term as custodian.
3. Custodian shall hold an Amateur Extra Class License, issued by the FCC.
4. Duties of the Custodian:
 - A) Station License shall be properly framed and held in possession of custodian.
 - B) Photostatic copy of license shall be made and kept in club files.
 - C) Photostatic copy of license shall be kept at all repeater sites.
 - D) Photostatic copy of license shall be kept at club station site (trailer).
 - E) Photostatic copy of license on hand at field Day or other club event sites.
 - F) Custodian shall appoint a Control Operator who will be present at field Day or special event sites.
 - G) Club shall pay all fees necessary for renewal or maintenance of FCC station license.
 - H) In event of loss or removal of Custodian, a replacement shall be selected by the nominating committee, and, elected at the next regular meeting.
 - I) Custodian may be removed by a vote of $\frac{3}{4}$ of the members present at the special meeting called for this purpose.

Article V

Technical Committee

As specified in by-laws

Article VI

Meetings

Section 1 The bylaws shall provide for regular and special meetings. At meetings, fifteen percent (15%) of the membership, but not less than five (5) members--including two (2) officers, shall constitute a quorum for the transaction of business.

Section 2 Special Meetings The president may call special meetings with the approval of the executive committee, or, upon the written request of any five (5) members of the Club. Notices shall be sent to all members, informing them of the special meeting and the business to be transacted. Such notices shall be SENT SO THAT use of email; FAX; or Hand Delivery with receipt confirmation; or ordinary Postal Delivery shall arrive at least 48 hours prior to time of special meeting. Only such business as is designated in the said notice, shall be transacted at this special meeting.

Section 3 Meetings: regular meetings shall be held on the fourth (4th) Tuesday of each calendar month at such place as the president shall order.

Article VII

Dues

Section 1 Dues-as specified in the by-laws.

Section 2 Dues are payable in advance and shall become due as of July 1 st. Dues shall be paid within, and not Later than, 30 days after July 1st.

ARTICLE VIII

Membership Assistance

This Club shall enact appropriate rules to, minimize interference in operation between stations of it's members. It shall formulate adequate plans for disposition of any cases of interference to other radio services where reported as caused by any amateur station operation in the area of Club jurisdiction. The club, through designated interference, Public relations, and Operating committees, will provide technical advice to members concerning equipment design and operation to assist in frequency observance, clean signals, uniform practice and absence of spurious radiation from club member stations. The Club shall also maintain a program to foster and guide public relations in those channels favorable to amateur work.

ARTICLE IX

Amendments

This constitution or the by-laws may be amended by a 2/3 two-thirds majority of the club members present at a meeting, provided all members have been notified by mail, e-mail, or fax, of the intent to amend the constitution and/or the by-laws at the specified meeting.

Section 1 Affiliations: The Club shall maintain a membership in the Michigan Area Repeater Council.

Section 2 Secretary It shall be the duty of the secretary to keep the constitution and by-laws of the Club and have the same with him/her at every regular and special meeting. The secretary shall cause all amendments, changes and additions to be noted thereon and shall permit the same to be consulted by members upon request.

Section 3 Treasurer shall cause funds to be disbursed in a timely manner for the following: routine utility bills, routine debts incurred as mandated by this constitution and by-laws, as authorized by

proper vote of the membership.

Section 4 Membership Applications for membership shall be submitted at a regular meeting in writing and each application must express a willingness to abide by the constitution and by-laws and such rules as shall from time to time be promulgated by the Club. Application forms shall provide for collecting relevant data including: name, address, call sign, telephone number, license class, ARRL affiliation, bands/modes of amateur activity.

Section 5 Dues: A regular assessment as listed below is hereby assessed in accordance with Article V of the constitution. All dues are payable by July 1st.

	full Year
Full Member	\$20.00
Associate Member	\$10.00
Member Under 16 Yrs. of age	\$10.00
Family (all members of one household)	\$30.00

Persons under 16 years of age shall receive their first year of membership free of charge.

A member may pay one additional years' dues in advance if desired. If the form for renewal, together with the dues, has not been received by the Club by July 31st, the person will cease to be a member in good standing. As such, a member in default, will be dropped from the roll of the Club and therefore cease to be a member, forfeiting all rights and privileges of membership until such time that his/her membership has been renewed.

Section 6 Meetings: Regular meetings shall be held on the fourth Tuesday of each calendar month at such place as the president shall order.

Section 7 Special Meetings: The president may call special meetings with the approval of the executive committee or upon the written request of any five members of the Club. Notices shall be sent to all members, informing them of the special meeting and the business to be transacted. Such notices shall be sent so that use of E-Mail; fax or Hand delivery with receipt confirmation; or Ordinary Postal Delivery shall arrive at least 48 hours prior to the time of the special meeting. Only such business as is designated in the said notice shall be transacted at such special meeting.

Section 8 Interference Committee: The QRM Committee shall consist of five members appointed by the Club president, and, assisted, if necessary by enlisted outside help, This committee shall direct investigations; invite the proper members to inquiries, and, organize the presentation of technical facts and other testimony within it's province, reporting to the Club-of it's results.

Section 9 Technical Committee

1. Each year, following the election of officers, the new President shall appoint a Technical Committee consisting of at least three full members of the Club.
2. The Technical Committee shall meet at least four times during the year, and, minutes of these meetings shall be taken with a copy provided at the next meeting of the Club.

3. The Club Station License Custodian and Club President, shall be ex-officio members of this committee, and, shall count towards a quorum.
4. Unless specifically appointed to the Technical Committee, control operators are not members of this committee.
5. The Technical committee shall be responsible for the operational service and maintenance of the Club's repeaters and all other radio equipment owned by the Club.
6. All expenditures of the Technical Committee shall be approved by the membership at a regular club meeting.
7. The Technical Committee shall recommend to the Club the purchase of any equipment or services relevant to the function of the Technical Committee.
8. The Technical Committee shall have the responsibility of maintaining control codes on all Club equipment using Club Call.
9. The Technical Committee shall provide all information needed to maintain equipment insurance and Club property lists.

Section 10 PROGRAM Of ENTERTAINMENT Committee

(to be appointed by the president)

Section 11 Special COMMITTEES FOR SPECIAL WORK

(to be appointed by the president)

Section 12 PUBLICITY

(to be appointed by the president)

This constitution and by laws replaces a previous constitution and by laws of the Thunder Bay Amateur Radio Club. That document now being null and void.

This constitution and by laws was adopted by vote of the membership at a special meeting held on 20 March 2002. (Effective immediately)

Constitution and by laws committee:

President: _____

Norm Ghiata N8UHL

Vice President: _____

Bill Barnard N8YKG

secretary: _____

Wendy Barnard N8ZTM

Treasurer _____

Sharon Nadeau KC8FBU