

Palos Verdes Amateur Radio Club Constitution

ARTICLE I -- NAME AND PURPOSE

Section 1

The name of this organization shall be the Palos Verdes Amateur Radio Club, hereinafter referred to as the club. The club shall be a non-profit organization whose purpose shall be to further the exchange of information and cooperation among members, to promote radio knowledge, fraternalism, and individual operating proficiency, and to so conduct programs and activities as to advance the general interest and welfare of amateur radio in the community.

ARTICLE II -- MEMBERSHIP AND VOTING

Section 1

All persons interested in amateur radio shall be eligible for membership. Membership shall be by application upon such terms as the club shall by its By-Laws provide.

Section 2

Classes of membership shall be:

Full members, who shall be licensed amateur radio operators. Full members shall have all the rights and privileges of the membership, including that of voting.

Associate members, who shall be those active members who are not licensed. Associate members shall have all the rights and privileges of membership excluding those of voting or holding elective office.

Honorary members, who shall be those special members recognized by vote of the membership for particular interest in or service to the association. This class of membership has no voting or other privileges.

ARTICLE III - OFFICERS

Section 1

The officers of the club shall be: a President, a Vice President, a Secretary, and a Treasurer. These officers, with the immediate Past President and two elected Directors, shall constitute the club executive committee for the purpose of conducting club business. All other official club positions shall be filled by appointment by the President: appointive officials shall serve at the pleasure of the President.

Section 2

Eligibility for election to the club office is restricted to full members.

Section 3

The officers of the club shall be elected for a term of one year by ballot of the members present, provided there is a quorum, at the regular February meeting. Absentee ballots may be included in determination of a quorum. Nominations from the floor will be received at the regular January meeting. In the absence of any nominations the current officers may act as a nominating committee.

Section 4

Vacancies occurring between elections must be filled by special ballot, at the first regular meeting following announcement of the withdrawal or resignation.

Section 5

Officers may be removed on motion by a three-fourths vote of the membership.

ARTICLE IV - DUTIES OF THE ELECTED OFFICERS

Section 1

The President shall preside at all meetings of the club, and conduct the same according to the rules adopted; he shall enforce due observance of this Constitution and By-Laws, decide all questions of order, sign all official documents that are adopted by the club, and perform all customary duties

pertaining to the office of president. He shall also provide for an annual audit of the club's financial records.

Section 2

The Vice President shall assume all duties of the President in the absence of the latter.

Section 3

The Secretary shall keep a record of the proceedings of all meetings, 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 from such action by the By-Laws. It shall be the duty of the Secretary to keep the Constitution and By-Laws of the club, and have the same with him at every regular and special meeting. He shall cause all amendments, changes and additions to be noted thereon, and shall permit the same to be consulted by members upon request. He shall maintain all club records and shall at the expiration of his term turn over all items belonging to the club to his successor.

Section 4

The Treasurer shall receive and receipt for all monies paid to the club; he shall keep an accurate account of all monies received and expended. He shall pay no bill without proper authorization by the club or its officers constituting the executive committee. All checks written against club funds must be signed by the Treasurer and one other club officer. The Treasurer shall submit an itemized statement of disbursements and receipts each month. He shall maintain a complete and current membership list, and shall provide copies to members of the executive committee.

ARTICLE V - MEETINGS

Section 1

The By-Laws shall provide for regular and special general meetings. At general meetings, twenty percent (20%) of the full members shall constitute a quorum for the transaction of business. On matters requiring a vote of the membership, absentee ballots may be included in determination of a quorum.

Section 2

The By-Laws shall provide for regular and special meetings of the executive committee. At executive committee meetings, a majority of three (3) members of the committee shall constitute a quorum for the transaction of business.

ARTICLE VI - DUES

Section 1

The club, by majority vote of the full members present at any general meeting, may levy upon the general membership such dues or assessments as shall be deemed necessary for the business of the organization within its objectives. Non-payment of such dues or assessments shall be cause for termination of membership as provided by the By-Laws. No dues shall be assessed to honorary members.

ARTICLE VII - AMENDMENTS

Section 1

The Constitution may be amended by a two-thirds (2/3) majority of the full members present, provided all members have been notified in writing of the intent to amend the Constitution at a specific meeting. Proposals for amendments shall be submitted to the membership in writing prior to the meeting at which the vote will be taken.

Section 2

The By-Laws may be amended by majority vote of those present, provided all members have been notified in writing of the intent to amend the By-Laws at a specified meeting. Proposals for amendments shall be submitted to the membership in writing prior to the meeting at which the vote will be taken.

ARTICLE VIII-RULES

Section 1

Robert's Rules shall govern proceedings.

Palos Verdes Amateur Radio Club By-Laws

Section 1 General Meetings

Regular meetings shall be held on the third Wednesday of each calendar month at such time and place as the President shall order. The Secretary is not required to mail notice of regular meetings to the members. Special meetings may be called by the president upon the written request of any five full members or upon approval of the executive committee. Notices shall be sent to members concerning special meetings and the business to be transacted. Only such business as designated shall be transacted. Such notices shall be so sent that by ordinary delivery they arrive 24-hours before the meeting time. Such notices shall also include ballots, when appropriate, for use of members unable to be present at the meetings.

Section 2 Executive Committee Meetings

Regular executive committee meetings shall be held on the Wednesday of each month two weeks prior to the regular general meeting at such time and place as the President shall order. Special meetings may be called by the President upon request of any member of the executive committee.

Section 3 Dues

In accordance with Article VI of the Constitution, annual dues shall be based on the annual budget for the following year to be prepared by the treasurer and approved by the membership on the last regular meeting of each year.

Section 4 Membership

Application for membership shall be submitted to the Treasurer and will be accepted upon payment of dues. Application for membership constitutes agreement by the applicant to abide by the Constitution, By-Laws and rules promulgated by the club and to indemnify and hold harmless the Club, its members and its officers from any and all damages that may result from Club activities. Members are individually responsible for notifying the Treasurer of changes in address and/or telephone number. Membership will be terminated 30 days after expiration.