

# BY-LAWS OF JOHNSON COUNTY AMATEUR RADIO CLUB

NAME: JOHNSON COUNTY AMATEUR RADIO CLUB

## PURPOSE:

To be a voluntary Amateur Radio Club within our community that will abide with the Emergency Plan for Johnson County, Tennessee. Encourage each member to become an Amateur Radio Emergency Service® member ready to serve in case of emergency. Provide electronic communications in the event of disasters or other emergencies using the best, state of the art equipment that reaches out to surrounding communities and other states. Promote the furtherance of the public welfare. Promote interest in noncommercial communication and experimentation by establishing and maintaining amateur radio networks. Foster education in the field of electronic communication. Exchange information and general cooperation between members to promote radio knowledge. Provide radio support for local events and on National Field Day.

## MEMBERSHIP REQUIREMENTS:

- FULL membership shall be open to all Federal Communications Commission (FCC) licensed amateurs radio operators with currently paid dues and they will have all privileges to vote, as well as, rights to hold a club office.
- ASSOCIATE membership will be open to all other interested persons and will have club privileges except for the right to vote or hold a club office.
- HONORARY membership will be nominated by the membership to be presented to any person approved as having made a recognizable contribution, either physical or monetary, to the club and will have club privileges except for the right to vote or hold a club office.
- FAMILY membership will include the FULL member and their immediate family. FAMILY membership shall have ONE Vote.
- New membership: FULL, ASSOCIATE, HONORARY and FAMILY applicants must receive a majority of the votes of those present at a regular club meeting.

Members actively participating in club events will be required to wear a club vest and club badge for identification purposes. Each member will reimburse the club for the expense of a vest and badge.

## ANNUAL DUES:

- Regular annual dues will be determined by an annual budget and set to be paid in January of each year.
- Dues will be assessed for "FULL" membership and "FAMILY" membership per year.
- Dues are payable by the January meeting of each year.

New members joining in January through September will pay dues for the current year.

New members joining in October through December will pay dues that will be considered paid through the next calendar year.

#### MEETINGS:

Regular meetings shall be held on the second Tuesday of each month at a location approved by the membership or a place as the President may order. Special meetings may also be called by the President. It shall be the duty of the Secretary to notify the membership of the date, time and location of such meetings. Only that business for which the special meeting was called may be transacted during that meeting.

#### OFFICERS:

The club shall have, by annual election, the following Officers: President, Vice President, Treasurer, Secretary, and Trustee(s) of Club Equipment.

Officers shall perform all customary duties as are usual and pertaining to their official position, without compensation.

- **PRESIDENT:** Shall provide leadership to maintain the purpose of the club; facilitate monthly meetings and call special meetings as necessary; sign all official documents that are adopted by the club; appoint committees and chairpersons of each to fulfill the club purpose.
- **VICE PRESIDENT:** Shall fulfill the duties of the President in the event of his/her absence; shall maintain close liaison with the local agencies to further club participation in Amateur Radio Emergency Service®.
- **TREASURER:** Shall keep an accurate account of all monies received and expended; pay no bills without proper authorization; give a financial report at each regular meeting of all funds received and disbursed and the current balance of account(s); will present annually all financial records for audit by an *ad hoc* two-member committee appointed by the President, at the time that coincides with the change of Treasurer.
- **SECRETARY:** Shall keep records of all meetings, by-laws of the Club, amendments, changes, and additions; keep minutes of each regular meeting that includes attendees and shall provide the minutes during the following regular meeting and ask for approval of minutes; receive and process all applications for membership and present for approval at the next regular meeting.
- **TRUSTEE OF CLUB EQUIPMENT:** Shall keep inventory of all equipment owned, used, or stored; monitor the equipment for proper operations at the Emergency Operations Center, Johnson County Community Hospital, Stone Mountain and Forge Creek repeater sites and other locations; advise if any equipment does not properly operate; alert the other Officers that maintenance or repairs are needed; assist with the set-up of equipment for Field Day. A trustee shall be registered with Southeast Repeater Association for the club-owned repeater 145.470 MHz at Forge Creek.

#### ELECTION / VACANCIES / REMOVAL OF OFFICERS:

The President shall appoint a nominating committee by October. The officers of the club shall be elected for a term of one year by a ballot mailed, emailed or of voting members present at the November meeting. An officer must hold a valid FCC license and be a full member in good standing. Vacancies occurring between elections shall be filled by appointment made by the President for the remainder of the term. Officers may be removed by three-fourths vote of the membership by ballots mailed, emailed or at an official meeting.

#### COMMITTEES:

The President shall appoint committees for Emergency Preparedness, Membership, Repeater Usage, Training & Upgrading, Activities and Events, Nominating, Newsletter/website, and any other committee necessary to fulfill the club's purpose.

#### PROCESS FOR WRITING / AMENDING BY-LAWS:

From time to time the Officers shall determine changes necessary to the purpose of the club.

#### STANDARD OPERATING PROCEDURES:

Robert's Rule of Order will guide the conduct of meetings.

#### DISSOLUTION OF CLUB AND OF ASSETS IF NECESSARY:

If the Officers vote that the Club should be dissolved, a motion for dissolution must be approved by more than two thirds vote of the full membership to pass. The Officers shall handle the disbursement of all assets of the club. No member or group of members shall receive benefit from the assets. All equipment will be sold, and net proceeds donated to a non-profit organization determined by the Officers. All remaining cash will be donated to a non-profit organization determined by the Officers. Exception of the repeater systems that are on loan to the club to use and maintain, will be returned to provider or owner in proper working order, upon dissolution. Exception repeater systems are identified by frequencies: 146.610, 443.925, 441.600, 224.280, 53.33, 444.400, and 462.650 MHz.

ADOPTED ON: October 10, 2023

REV. 9/12/2023