



Carteret County Amateur Radio Society

(Amended June 21, 2014)

Constitution

PREAMBLE:

We, the undersigned, wishing to secure for ourselves the pleasure and benefit of an association of persons commonly interested in Amateur Radio, hereby constitute ourselves the Carteret County Amateur Radio Society, and enact this Constitution and By-Laws as our governing law. It shall be our purpose to further radio knowledge, fraternalism, and individual operating efficiency, and to so conduct club programs and activities so as to advance the general interest and welfare of Amateur Radio in the Community. This club shall endeavor to provide a pool of trained amateur radio operators to facilitate emergency communications through Amateur Radio Emergency Service (ARES) in the event of its need. The intention of the governing body of this organization is to maintain a nonprofit status as a 501 (c) (3) entity.

Article 1 - Membership

All persons, without regard to race, creed, gender, age, or physical impairment, interested in Amateur Radio communications shall be eligible for membership in the CCARS,

Article – 2 Election of Officers

Section a.- Voting shall be by ballot. Only members present and in good standing may vote, see Article VI Section II of the By Laws. There shall be no voting by proxy or absentee ballot.

Section b. - The President shall appoint a Nominating Committee at a regular meeting held at least five (5) weeks prior to the annual meeting. The committee shall consist of not less than three (3) members. The President shall designate the chairman of this committee. The duties of this committee shall be to make nominations, with the consent of those nominated, and to prepare a ballot for the election of such officers.

Section c. - At least fourteen (14) days before the annual meeting, the Nominating Committee shall submit:

- (1) A candidate as its sole nominee for the office of President;
- (2) A list of nominees not exceeding two (2) in number for each office to be filled (except President); and

Section d. - At the annual meeting nominations from the floor may be made for any office and, when so made, together with the list submitted by the Nominating Committee, shall then be the list of nominees submitted for an election of officers.

Section e. - The President shall appoint an Elections Committee consisting of not more than three (3) members. The duties of this committee shall be to distribute, collect, and count the ballots and report the results to the President, who shall announce them. A majority of all votes cast shall be necessary to elect any officer. If any ballot does not have a majority for a nominee for any office, the President shall immediately designate a time and place for further balloting for such office. Prior to the second ballot, the nominee having the lowest vote on the first ballot shall be dropped; and in each ballot, the same procedure shall be followed until one (1) nominee shall have received a majority of all votes cast.

Section f. - Nothing contained in this Article shall be construed as limiting the right to make further nominations from the floor at the annual meeting.

Article 3- Officers

The officers of this club shall be: President, Vice President, Secretary, and Treasurer.

Section a. - The officers of this club shall be elected for a term of two years by a vote of the members present, provided there is a quorum, at a regularly scheduled meeting during the month of November. Officers of the club must hold a current amateur radio license.

Section b. - Vacancies occurring between elections shall be filled by special elections at the first regularly scheduled meeting following the vacancy for the remainder of that term of office. Officers so elected shall assume office immediately.

Section c. - Officers may be removed by a three quarters vote of the membership present providing a quorum is in attendance.(see article 6 of By-Laws).

Section d. - Regularly elected officers shall assume duties of their office on the first day of January, following their elections.

Section e. - The elected club officers acting as the Executive Committee between regular meetings , may take such reasonable emergency actions as are required to maintain smooth and orderly operation of the club. Provided however, that such actions be fully disclosed at the next regularly scheduled meeting

Article 4 - Duties of Officers

Section a. - The President shall preside at all meetings of this club, and conduct them according to the rules adopted. He/she shall enforce due observance of this Constitution and its bylaws; decide all questions of order; sign all official documents adopted by the club; and perform all other duties pertaining to the office of president. The President shall appoint committees as needed.

Section b. - The Vice President shall assume all duties of the President in his/her absence, and shall become President in the event that the existing President is no longer able to serve or is removed from office by due process. In addition, he/she shall organize club activities, plan and recommend contests for operation benefits, and advanced club interest and activity as approved by the club. He/she shall maintain close liaison with the emergency coordinator to further club participation in the amateur radio emergency service (ARES).

Section c. - The Secretary shall keep a record of proceedings of all meetings, keep a roll of members, submit membership applications, carry on all correspondence, and read communications at each meeting. He/she shall conduct all duties appropriate for this office. At the expiration of his/her term, he/she shall turn over all items belonging to the club to his/her successor.

Section d. - The Treasurer shall receive and receipt for all monies paid to the club; keep an accurate account of all monies received and expended; make no expenditure greater than \$200 unless budgeted in the annual budget approved by the club at a regularly scheduled meeting by a majority of those present. A monthly financial report shall be prepared by the treasurer and presented to the membership that indicates all revenue collected and expenditures for the current month and year to date. All expenditures not included in the approved annual operational budget must be approved by the club membership at our regularly scheduled meeting by a majority of those present. He/she shall conduct all duties appropriate for this office. At the end of his/her term, he/she shall turn over everything in his/her possession belonging to the club to his/her successor. The treasurer shall maintain a bank account in the club's name. This account must be maintained at a financial institution within the Carteret County, North Carolina. The Treasurer shall be empowered to rent and maintain a post office box in the club's name. The Treasurer shall maintain the bank account for the county ARES Emergency Coordinator, ARES EC. These monies are not subject to the decision or vote of the CCARS membership. The ARES EC is the sole discretion of these expenditures with the notification of the CCARS Treasurer and the President.

Article 5 - Meetings

Section a - PLACE OF MEETINGS. All meetings shall be held at such place as shall be from-time to time adopted by the Elected Officers or by majority vote of the membership.

Section b - ANNUAL MEETINGS. An annual meeting of the members shall be held on the fourth Saturday of November at 0800 hours., unless the same falls upon a legal holiday in which event the same shall be held on the third Saturday.

Section c - REGULAR MEETINGS. Regular meetings shall be held on the fourth Saturday of each month (except December) unless this date falls on a legal holiday in which event the regular meeting shall be held on the third Saturday of each month.

Section d - VOTING. At all regular meetings of members, Active Members shall be entitled to one vote; however, no written or verbal proxies will be accepted. Honorary or Associate Members are not eligible to vote.

A majority vote of the Active Members present is required for adoption of any resolution. Cumulative voting shall not be authorized for the election of Officers or for any other purpose.

Section e - . QUORUM. Twenty-five per cent (25%) of the total Active Members shall constitute a quorum for the transaction of business at all meetings except for the Elected Officers meetings.

Section f - . LOSS OF QUORUM. The members present at a duly called or held meeting at which a quorum is present may continue to transact business until adjournment notwithstanding the withdrawal of enough members to leave less than a quorum, if such action taken, other than adjournment, is approved by at least a majority of members required to constitute a quorum.

Section g - . ADJOURNMENT FOR LACK OF QUORUM. In the absence of a quorum, any meeting of members may be adjourned from time to time by the vote of a majority of the voters represented, but no other business may be transacted except as provided in Section 6, Article V of these Bylaws.

Article 6 - Dues

The Club, by majority of vote of those present at any regularly scheduled meeting, may levy upon the general membership such dues or assessments as shall be deemed necessary for the business of the organization. Nonpayment of such dues or assessment shall call for the expulsion from the club at the discretion of the membership.

Article 7 - Membership Assistance

The Club, through volunteers, public relations, and operating committees will provide technical assistance to members concerning equipment design and operation to assisted frequency observance, clean signals, uniform practice, and absence of spurious radiation for club/member stations. The club shall also maintain a program to foster and to guide public relations.

Article 8 - Amendments -

This constitution or bylaws may be amended by a quorum majority vote of the members present at a regularly scheduled meeting of the club. Proposals for amendments shall be submitted in writing to the membership at a regularly scheduled meeting and shall be voted upon at the next month's regularly scheduled meeting. All members shall be notified of the intent to amend the Constitution and or by-laws by posting a summary of such changes on the club website.

By-Laws

Robert's Rules of Order Newly Revised: All proceedings during meetings shall be kept as informal as possible, but where conflicts arise, these rules shall be the parliamentary authority for all matters or procedure not specifically covered in these bylaws.

Article 1 - SECRETARY. It shall be the duty of the secretary to keep the constitution and bylaws of the society, and to have the same with him/her at every meeting. He/she shall note all amendments changes and additions on the Constitution, and shall permit it to be consulted by any member upon request.

Article 2 - MEMBERSHIP. Any person, without regard to race, creed, gender, age, or physical impairment, interested in Amateur Radio shall be eligible for membership in the CCARS. Membership shall be by application (see attachment 1) and election upon such terms as the CCARS by its By-Laws, shall provide. The CCARS membership shall consist of full members, family members, Honorary members and Lifetime members.

Section a. - Full membership is open to all licensed amateurs and other interested persons upon completion of application and payment of dues and election by the membership as provided above.

Section b. - A family membership is available when two or more members of the immediate family, living in the same household, complete the application and pay dues. This membership is allowed one vote.

Section c. - Honorary memberships may be awarded to individuals as a means formally recognize extraordinary service or other noteworthy contributions to the society and/or amateur radio. This membership has

neither voting status nor dues assessed. Nominations for Honorary Memberships and justification for such will be presented to and voted on by a quorum majority of the membership at a regularly scheduled meeting.

Section d. - Life membership with full privileges may be awarded to a club member in recognition of outstanding service to the club.

Section e. - Complimentary first year memberships are granted to newly licensed amateur operators upon election by the club. Such complimentary licenses shall extend from the date of election until the end of the current calendar year.

All members who joined the club within 60 days of the ratification of the original constitution and bylaws were granted charter membership if dues were paid in full.

Article 3 - MEETINGS. Regularly scheduled meetings shall be held on the fourth Saturday of each calendar month except December. Special meetings may be called by the President when he/she deems necessary, or when called for by 20% of dues paying members. Notice of such special meetings and a summary of business to be transacted shall be posted in the club website and by email to known email addresses. Such notice shall be sent so that they should arrive not less than 72 hours before the meeting.

Article 4 - DUES. A regular assessment per member is assessed in accordance with the provisions of article 5 of the Constitution for the purpose of providing funds for expenses.

Article 5 - COMMITTEES. Committees shall consist of members of the club appointed by the president. Each committee chairperson must be a licensed amateur radio operator. Committees shall be formed and disbanded at the discretion of the president.

Article 6 - Removal of Members

Section a: Any member whose Federal Communications Commission-issued Amateur Radio license is suspended or revoked with cause or who is assessed a fine or other penalty by the FCC shall be automatically removed from membership in the CCARS.

Section b: Any member who causes adverse publicity to Amateur Radio or the CCARS may be removed from membership in CCARS.

Article 7 - CCARS Property

Any item purchased with CCARS funds becomes the sole property of the CCARS. Any items donated to the CCARS become sole property of the CCARS. Any item purchased for the sole use of ARES shall be the property of CCARS. CCARS property shall be monitored and inventoried by the Club's Equipment Manager

Section a. – He/she manages CCARS operations for the equipment inventory management and maintenance functions. Makes recommendations to membership on procurement of new and replacement equipment. Is the clubs liaison with ARES coordinator on ARES equipment requirements. Tracks the records, inspections, warranties, and service agreements for the organization's equipment and Radios. Minimizes organizational cost through product standardization and tracking. Tracks equipment quality throughout the useful lifetime by inventory control and periodical testing.

Article 9 - Other Authorities

For authority on all matters not specifically covered by these By-Laws, the following documents, current or as amended in the future, shall be consulted in order of priority to determine such matters:

First-F.C.C. rules part 97

Second- The laws of the state of North Carolina

Any amendment of these By-Laws, if in conformity with the F.C.C., may be adopted by quorum majority vote of the members present at any regular meeting, provided e-mail or mail notice of the proposed amendment shall have been given to the members at least fourteen (14) days prior to the meeting.

Article 10 - ARRL AFFILIATION

Affiliation with the American Radio Relay League, Inc., will be commenced as soon as the Society can qualify. Affiliation with the League shall continue perpetually as long as the Society meets and upholds the qualifications. However, League membership is not a requirement for membership in the Society.

Article 11 - POLITICAL AND PERSONAL ACTIVITIES FORBIDDEN

The Society as an organized body shall not participate or intervene in any political campaign on behalf of any candidate for public office. No part of the assets or

income of the Society shall be distributed to or expended toward the benefit of any member, Officer of the Society or any private individual. However, reasonable compensation may be paid for services rendered to or for the Society affecting one or more of its purposes.

Article 12 - Dissolution

Upon dissolution of the CCARS, assets shall be distributed for one or more exempt purposes within the meaning of section 501 (c)(3) of the Internal Revenue Code, or corresponding section of any future tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

Any such assets not disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the WCARC is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

As Amended by the club membership: on June 21, 2014

Joseph D. Frohwitter WO3F
President CCARS

Sterling Hudson N4WKG
Secretary CCARS

Carteret County Amateur Radio Society (CCARS) Application for Membership

Date: _____

Name: _____ Nick Name: _____ Call: _____

License Class: _____

Address: _____ City: _____ State: _____ Zip: _____

Home phone: _____ Business phone: _____ Birth date: _____

E-Mail: _____ ARRL Member: Yes () No ()

Year First Licensed: _____ How did you hear about us? _____

Other Hams in your family (please list):

Main interests in Ham Radio (circle applicable):

VHF/UHF, HF, Phone, CW, Digital, PSK, RTTY, SSTV, EchoLink, IRLP, DX, Contests, ARES/RACES, Satellite, Building, Public Service Events Other: _____

Type of membership (circle):

Single or Family (A family membership is available when two or more members of the immediate family, living in the same household, complete the application and pay dues.) = \$25.00/ Yr

Membership year runs from January 1st through December 31st (\$25 Single or Family)

Dues: Pro-rated schedule - Single or Family

January 1 - March 31 \$25.00 April 1 - June 30 \$18.25 July 1 - September 31 \$12.50 October 1 - December 31 \$6.25

Mail this application or bring it to the next meeting. (Fourth Saturday of each Month, 8 AM at the Morehead City Golden Corral)

Checks payable to CCARS

Mail to: Carteret County Amateur Radio Society P.O. Box 1302 Newport, NC 28570-1302

Applicant Signature: _____ Date: _____

Approved President _____ Date _____

Recorded Treasurer _____ Date _____