

# The Dixie Amateur Radio Club, Inc.



## CLUB BYLAWS

Approved July 18, 2007

### Article I - Membership

1. Membership in the Dixie Amateur Radio Club, Inc., (DARC) is open to all persons having an interest in amateur radio communications.
2. Membership is by calendar year: January 1<sup>st</sup> thru December 31<sup>st</sup> of each year.
3. Applications for membership shall be submitted to the treasurer on the DARC Membership Application form accompanied by the appropriate dues.
4. Annual renewal of membership shall be by payment of the appropriate dues not later than January 31<sup>st</sup> of each year. Members failing to renew their membership by March 31<sup>st</sup> of each year shall be removed from DARC membership rosters.
5. Membership shall be in one of the following categories:
  - a. Full membership: open to licensed amateur radio operators
  - b. Associate membership: open to all other interested persons.
  - c. Honorary membership: an individual recognized as a long-term significant contributor in meeting the objectives of the club and designated as an Honorary Member by majority vote of the Board of Directors.
6. Members with paid-up dues for the current year shall be considered members in good standing.
7. Full members in good standing shall enjoy all club privileges with the rights to hold club office and to vote for club directors and officers.
8. Associate and Honorary members in good standing shall enjoy all club privileges **except** the rights to hold club office and to vote for club directors and officers.
9. Membership privileges include, but not limited to: participation in club events, serving on club committees, membership in DARC Sunday night net, recognition as a club member on the DARC web site membership roster.

**Article II - Dues**

1. Dues shall be assessed as follows:
  - a. Individual membership: \$20.00 per year. Dues for new members joining after July 1st : \$10.00 for balance of the year.
  - b. Family membership: \$25.00 per year. (Includes; primary member; spouse; and children under 18 years of age living at home).
  - c. Student membership: \$10.00 per year. (Full time student under 18 years of age)
  - d. Honorary membership: exempt from dues.

**Article III – Funds**

1. No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officer, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth above. Notwithstanding any other provision of these articles the organization shall not carry on any activities not permitted by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

**Article IV – Committees**

1. The Board of Directors shall establish the following committees to meet the objectives of the club. The Board may establish additional committees as deemed necessary to meet the objectives of the club.
  - a. Nomination and Election Committee – This committee shall consist of at least three (3) members, one of which shall be a member of the Board of Directors. The duties of this committee shall be to select candidates for election to the Board of Directors and as Officers and to organize and execute all election activities. At each election the number of candidates selected may be as many as deemed necessary by the committee, but in no case shall it be less than the number of board members and officers to be elected.
  - b. Technical Committee – The Technical Committee shall oversee, manage and administrate all club repeater and radio equipment assets. The committee shall assist members and interested parties with technical applications, troubleshooting and repairs, and to further the technical interests of amateur radio in the club.
  - c. Events Committee – The Events Committee shall provide liaison with promoters of public events and plan and execute club events. The committee shall keep detailed records of participation in all events and make them available to organizations such as the ARRL and/or the Volunteer Center of Washington County. The

committee shall assist in maintaining a positive public image of the club through coordination of efforts with the Public Information Office.

- d. Training Committee – The Training Committee shall plan, coordinate and execute an ongoing educational program to advance the art of amateur radio among the club members and interested parties.
- e. Newsletter Committee – The Newsletter Committee shall maintain the DARC web site and publish the monthly newsletter. The committee shall solicit material for the newsletter and web site from the Board of Directors and members of DARC.

**Article V – Special Appointments**

- 1. The following offices shall be established to serve the needs of the organization. The appointees to these offices shall be members in good standing of DARC and shall serve such term, and perform such duties as the Board of Directors may, from time to time, determine.
  - a. Public Information Office – The PIO shall promote amateur radio and the activities of DARC to advance the general interest and welfare of amateur radio in the community as directed by the president and Board of Directors.
  - b. ARES Liaison – He or she shall maintain close liaison with the Washington County ARES Emergency Coordinator to further club participation in the Amateur Radio Emergency Service.
  - c. VE Liaison – He or she shall organize, plan, and execute VE testing activities and further club participation in ARRL/VEC.

**Article VI – Meetings**

- 1. General Meetings – General meetings of DARC will be held monthly at a time and place designated by the president. The presence of one fifth (1/5) of the members, at least one of which shall be the president or vice president, shall constitute a quorum required for the transaction of business at a general meeting.
- 2. Annual Meetings – The annual meeting shall be held in the month of December at a time and place designated by the president for the purpose of electing officers and board members; to present to the members a review of the financial condition of DARC; review the accomplishment for the past year; and plans for the coming year. The presence of one third (1/3) of the members of DARC, at least one of which shall be the president or vice president, shall constitute a quorum required for the election and transaction of business at the annual meeting.
- 3. Board Meetings – Board of Director meetings shall be held monthly at a time and place designated by the president. The presence of four (4) members of the board, at least one of which shall be the president or vice president, shall constitute a quorum required for the transaction of business at a board meeting.

4. Special or Emergency Meetings – Special or emergency meetings may be called at the discretion of the president, with 24 hour advanced notice to the members.

**Article VII – Procedures for Elections**

1. The Board of Directors shall form the Nomination and Election Committee prior to the October general meeting. At the October general meeting the committee shall announce the upcoming elections and solicit input from those members that may be interested in becoming a candidate for the Board of Directors and/or an Officer of the Club.
2. At the November general meeting the Nomination and Election Committee shall present their slate of candidates nominated for each office. Nominations from the floor shall then be opened: any member in good standing may nominate qualified candidates for any office; a member in good standing shall second the nomination; nominated candidates must indicate if they accept the nomination. When nominated, seconded, and accepted the candidates name shall be added to the slate of nominees.
3. The election for the Board of Directors and Officers shall be conducted at the December annual meeting.
4. Voting for members of the Board of Directors and Officers shall be by secret ballot and each voter may vote for: President; Vice President; Secretary; Treasurer; and two board members.
5. If the Board of Directors has determined that voting by mail shall be a method of voting, ballots shall be sent by the secretary to each full member in good standing not more than thirty (30) days and not fewer than fifteen (15) days before the date set for the election. Ballots shall instruct members to seal their ballot in a ballot envelope and then place the sealed envelope into a larger envelope along with a signed paper, provided by the secretary, identifying the member whose vote is contained in the inner envelope. Ballots may be delivered to the secretary in person or by mail. Upon receiving the ballots, the secretary shall open the outer envelope; remove the identification paper and record which members have voted. The identification paper and outer envelope shall then be separated from the ballot envelope. The sealed ballot envelope shall be retained by the secretary until opened on the election date.
6. If the Board of Directors has determined that in-person voting shall be a method of voting, members voting in person at the annual meeting may obtain a ballot from the secretary at the annual meeting provided that the secretary's record does not indicate that the member voted by mail.
7. When voting in-person and voting by mail are used in conjunction, completed mail ballots must be delivered to the secretary prior to the date of the election. In-person ballots shall be identifiable by color or other means to insure that mail ballots are not used for in-person voting.
8. A member of the Nomination and Election Committee, the current secretary and two members of the club that are not running for office shall open and count the ballots and certify the election results.

- 9. The secretary shall retain all ballots for 45 days following an election. If the election is non-contested, the ballots shall be destroyed at the end of the 45-day period.
- 10. The candidate for each office: President; Vice President; Secretary; Treasurer, with the most votes shall be deemed elected, and the two candidates for board members with the most votes shall be deemed elected.
- 11. The elected Board of Directors and Officers shall take office effective January 1<sup>st</sup> of the following year.

**Article VIII – Amendments**

- 1. These By-Laws may be amended by a two thirds (2/3) majority vote at a general meeting, provided all members have been notified of the intent to amend the By-Laws at said meeting.
- 2. Proposed amendments to the By-Laws shall be published on the DARC web site at least 30 days prior to calling for a vote at a general meeting and shall be distributed to all members attending the general meeting the month preceding the general meeting where the vote on the amendments shall be taken.

**Approval**

We, the undersigned officers of The Dixie Amateur Radio Club, Inc., certify that these By-Laws were approved by a two thirds (2/3) majority vote of Board members present at a DARC Executive Board meeting on June 20, 2007, and approved by a majority vote of all members at a general meeting on July 18, 2007. With this approval, the former Bylaws of The Dixie Amateur Radio Club, Inc., are replaced in their entirety with this document effective the 19<sup>th</sup> day of July, 2007.

/s/

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Hal Whiting, KI2U, President

/s/

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Lee Case, KE7DZJ, Treasurer

/s/

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Thom Oliphant, KC1EMS, Vice President

/s/

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Ken Forshee, KE7DZI, Secretary