

This is the constitution of the Mid-State Amateur Radio Club, a corporation organized under both the not-for-profit laws of the State of Indiana, and Section 501(c)(3) of the United States Internal Revenue Code.

The purpose of the Mid-State Amateur Radio Club is to encourage the advancement of knowledge in the areas of science, technology, and communication. Additionally, the Mid-State Amateur Radio Club shall be responsible for maintaining and operating both club and repeater stations, in accordance with FCC Part 97 rules and regulations (47 CFR part 97). Members of the Mid-State Amateur Radio Club will also assist with communications at special events and during times of local and national emergency, at the request of any agency or organization.

Article I

Membership Categories

1. **Member**, as used herein, shall mean an individual in good standing, whose dues are currently paid.
2. **Full Member**, as used herein, is a **Member** who has a valid amateur radio license. Such a person may vote and hold office.
3. **Associate Member**, is a licensed or unlicensed person, who is a member without the privilege of voting or holding office.
4. **Family Member**, as used herein, are persons relating to and living in the same household as a full member. Family members may not vote or hold office.
5. **Honorary Lifetime Member**, as used herein, is any **Full Member** that is nominated at any regular meeting for **Honorary Lifetime Member**. Such nominations must be made by a **Full Member**. This status is intended to be an exceptional honor, in recognition of especially meritorious and distinguished contributions of the nominee to the club. A majority vote of members present and voting is required to confer this status. An **Honorary Lifetime Member** shall pay no dues and shall retain all the privileges of full membership.
6. **Dues Exempt Membership**, as used herein, is a person which has been nominated by a voting member for dues-exempt status. Such nominations may be made at any regular meeting, and an explanation of the reason for such nominations given. Reasons may include, but are not limited to, financial hardship or significant accomplishment. A majority of members present and voting shall be required for the motion to pass. A dues-exempt person shall pay no dues and will retain all the privileges of the type of membership held. This status may be rescinded by these same procedures.

Article II Attaining Membership

1. Any person who submits an application complete with the signatures of two sponsoring **Full Members** of the club shall be accepted for the appropriate type of membership.

Article III Delinquent / Inactive Members

1. Persons whose dues are in arrears for any time period up to one year shall be considered delinquent. While delinquent they do not have membership privileges. They may regain membership by payment of dues as prescribed in the by-laws Article II and Article VI.

2. Persons whose membership has lapsed for more than one year shall be considered inactive and have no membership privileges. To regain membership, inactive persons must apply as new members with dues as prescribed in the by-laws Article II and Article VI.

Article IV Officers and Elections

1. Officers of the club to be elected for one year terms are **President, Vice President, Secretary, and Treasurer**.

2. The **Repeater Trustee**, an officer of the club, shall be elected for a term of three years.

3. These officers shall constitute the **Executive Committee**. They shall also be considered the Board of Directors in matters regarding the club as a not-for-profit corporation

4. A **Nominating Committee** shall be appointed by the **President** at the regular July meeting. This committee shall present a slate of officers to the membership at the August meeting. At this time nominations can be made from the floor of people who agree (by oral or written statement) to serve if elected. If floor nominations produce multiple nominees for any office the **Secretary** shall mail a ballot to each voting member to be received no later than 14 days before the September meeting at which time the votes will be counted. A majority of votes will elect. Tie votes shall be re-voted until a majority has been established.

5. The **Executive Committee** shall present one or more persons as nominees for the position of **Repeater Trustee** when that office is to be filled. The electing process shall be the same as in Article IV above. Nominees for the office of

Repeater Trustee must hold a valid Amateur Radio license of General Class or higher.

6. Newly elected officers shall assume their duties at the regular October meeting, except for the **Repeater Trustee**, whose duties shall be assumed only after the nominee's call-sign appears on the **Repeater I.D.**

7. A vacancy in the office of the **President** shall be filled by the **Vice President**. In all other offices, vacancies shall be filled by appointment by the **Executive Committee** for the remainder of the officers' term.

8. Officers may succeed themselves in subsequent terms.

9. Officers may be removed from office in the manner described in Article V dealing with expulsion of members. Removal from office does not mean exclusion from the club.

Article V Expulsion of Member

1. At any regular meeting any full member may move to expel any member, stating just cause. The **Secretary** shall send a written notice of such motion to each voting member prior to the next regularly called meeting, at which time the motion shall be voted upon. The member whose expulsion is under consideration is entitled to address the club members prior to voting. The defense is expected to be in the general form of an appeal or a statement of the case for the person being considered for expulsion. The expulsion motion requires a nine-tenths majority of members present and voting in order to pass.

Article VI Duties of Officers

1. The duties of the **President** shall be to conduct all meetings according to adopted rules, to enforce observances of such rules, to decide questions of order (seeking parliamentary assistance if desired), to sign all official documents, handle emergency matters with the advice and consent of the **Executive Committee**, and to perform all other customary duties pertaining to the office.

2. The duties of the **Vice President** shall be to assume presidential duties if the need arises, and to be of general assistance to the **President**. Additionally, the **Vice President** shall be in charge and responsible for the recruitment of new club members, and retention of current membership.

3. Duties of the **Secretary** shall be to to keep records of the proceedings of all meetings, to report to the membership the minutes of the meetings, to carry on

all correspondence and report appropriately to the membership.
Correspondence is understood to include matters relating to meetings.

4. The duties of the **Treasurer** shall be to receive and expend monies, receive applications and fees for membership, keep proper records of all financial matters, keep an accurate record of members and their dues status, make financial reports at club meetings and as otherwise requested. In general the **Treasurer** shall pay only those monies authorized by the membership at club meetings. However, there shall be established a petty cash fund for the payment, without authorization, of routine and incidental expenses. The amount of the petty cash fund shall be established in the by-laws. The **President** shall arrange for the **Treasurer's** books to be reviewed annually.

5. The duties of the **Repeater Trustee** shall be to authorize and supervise the use of any club call sign, be accountable for club equipment, provide continuity and guidance relating to changes in officers, maintain such records as are necessary, and be the chief contact person between the club and any regulatory governmental agencies. The **Repeater Trustee** shall be responsible for the proper legal use of privileges granted by this license in accordance with FCC Rules (47 CFR part 97), shall hold a valid amateur radio license of General Class or higher, have final say only in all aforementioned legal matters, and shall submit a report at each monthly meeting.

6. At the end of any officer's term, all club materials in the officer's possession shall be given to the officer's successor.

Article VII Meetings

1. It is generally intended that the club will meet regularly once per month. However, a meeting may be called by the **President** at any time, and must be called upon written request of five voting members. Written notices of special meetings, stating the business thereof, shall be sent to all members in sufficient time that by ordinary postal delivery, the notice will reach members at least 24 hours prior to the meeting time. Verbal notices may also be transmitted via telephone or club-sponsored radio, or both.

2. Written notices are the responsibility of the **Secretary**. Verbal notices, or the arrangement for them, are the responsibility of the **Executive Committee**.

Article VIII Amendments

1. Any voting member may move to amend this constitution at any regular meeting or at any meeting specially called for the purpose of a proposed

amendment. The proposed amendment must be in writing and will be read aloud by the **Secretary** at the meeting at which it is presented. The **Secretary** shall mail to all voting members a notice of the proposed amendment stating the relevant portion of the constitution as it exists, and the same portion as it would read after passage of the proposed amendment. This notice, along with a ballot, is to be received by voting members at least one week before the meeting at which the votes will be tallied. This meeting shall be at least weeks later than the meeting at which the motion to amend was made. Yea votes on two-thirds of the properly marked ballots received will be required to amend. Ballots may be delivered in person or by mail. Abstentions, late or non-received ballots, or improperly marked ballots shall not be counted in determining the proportion of yeas and nays.

Article IX Parliamentary Procedure

1. Robert's Rules of Order, revised, shall govern proceedings of the club except as otherwise provided in the constitution and by-laws.

Article X Dissolution of Club and Club Assets

1. All equipment bought by, or donated to the club shall be subject to the rules and regulations imposed by State law for a not-for-profit corporation, and Federal Guidelines under Section 501(c)(3) of the United States Internal Revenue Code.

2. No equipment bought by, or donated to the club shall be sold or donated without the approval of both the **Executive Committee** and the voting members. It shall be the responsibility of the **Executive Committee** to insure that any disposal or donation of club assets meets the requirements of regulations as stated above. It shall be the responsibility of the voting members to insure that the donation or disposal of said assets meets the approval of the general membership.

3. Any voting member may move to dissolve the club at any regular meeting. The motion, and the arguments for dissolution, will be made in writing to the **Secretary** in a manner similar to an amendment to the constitution, as described in **Article VIII** above. The **Secretary** shall read aloud the motion as submitted at the meeting at which it is presented. The **Secretary** shall mail to all voting members a notice of the motion as was read aloud, along with all relevant arguments and discussion brought forth at the meeting where it was presented. This notice, along with a ballot, is to be received by voting members at least one week before the meeting at which the votes will be tallied. This meeting shall be at least three weeks later than the meeting at which the motion to dissolve was made. Yea votes on nine-tenths of the properly marked ballots received will be

required to dissolve. Ballots may be delivered in person or by mail. Abstentions, late or non-received ballots, or improperly marked ballots shall not be counted in determining the proportion of yeas and nays.

4. Upon dissolution of the club, as described in Section 3 above, it shall be the responsibility of the **Executive Committee** to dispose of or donate the club assets, in a way that meets the requirements as stated in Section 1 above.