

# *Cherokee Capital Amateur Radio Society*

## *Calhoun, Georgia*

### Constitution

#### Preamble

We, the undersigned, wishing to secure for ourselves the pleasures and benefits of an association of persons commonly interested in Amateur Radio, constitute ourselves the Cherokee Capital Amateur Radio Society and enact this constitution as our governing law. It shall be our purpose to further the exchange of information and cooperation between members, to promote radio knowledge, fraternalism, and individual operating efficiency, and to so conduct club programs and activities as to advance the general interest and welfare of Amateur Radio in the community.

### MEMBERSHIP

#### ARTICLE I

All persons interested in Amateur Radio communications shall be eligible for membership. Membership shall be by application and election upon such terms as the club shall provide in its By-Laws.

### OFFICERS

#### ARTICLE II

Section 1. The officers of this club shall be: President, Vice-President, Secretary, and Treasurer.

Section 2. The officers of this club shall be elected for a term of one (1) year by ballot of the members present, provided there be a quorum, at the annual meeting.

Section 3. Vacancies occurring between elections must be filled by special elections at the first regular meeting following the withdrawal or resignation.

Section 4. Officers may be removed by a three-fourths vote of the membership.

## **DUTIES OF OFFICERS**

### **ARTICLE III**

Section 1. The President shall preside at all meetings of the club, and conduct them according to the rules adopted. The President shall enforce due observance of this Constitution and By-Laws, decide all questions of order, sign all official documents adopted by the club, be an ex-officio member of all committees, and perform all other duties pertaining to the office of President.

Section 2. The Vice-President shall, assume all the duties of the President in the absence of the President, and shall be an ex-officio member of all committees. In addition the Vice-President shall organize club activities, plan and recommend contests for operating benefits, and advance club interest and activity as approved by the club. The Vice President shall maintain close liaison with the ARRL Section Emergency Coordinator to further club participation in the Amateur Radio Emergency Service.

Section 3. The Secretary shall keep a record of the proceedings of all meetings, keep a roll of members, submit membership applications, carry on all correspondence, and read communications at each meeting. Shall thank in writing all guest speakers and other such persons, firms, or organizations obliging the club by their favors. At the expiration of the term of the Secretary all items belonging to the club shall be turned over to the successor.

Section 4. The Treasurer shall receive and receipt for all monies paid to the club, keep an accurate account of all monies received and expended, pay no bills without proper authorization (by the club or its officers constituting a business committee). The Treasurer shall give a report at each regular meeting of income and expenditures of the club. Financial reports shall be prepared as so directed by the club or its officers. At the expiration of the term of the Treasurer all items belonging to the club shall be turned over to the successor.

## **MEETINGS**

### **ARTICLE IV**

Section 1. Robert's Rules of Order shall govern all proceedings.

Section 2. The By-Laws shall provide for regular and special meetings. At meetings, a minimum of fifteen per cent (15%) of the active membership shall constitute a quorum for the transaction of business.

**DUES**

**ARTICLE V**

The club, by majority vote of those present at any regular meeting, may levy upon the general membership such dues or assessments as shall be deemed necessary for the business of the organization. Non-payment of dues will result in removal from the membership roll after 60 days.

**MEMBERSHIP ASSISTANCE**

**ARTICLE VI**

The club, through designated Interference, Public Relations, and Operating Committees will provide technical advice to members concerning equipment design and operation to assist in frequency observance, clean signals, uniform practice, and absence of spurious radiations from club member's stations. The club shall also maintain a program to foster and guide public relations.

**AMENDMENTS**

**ARTICLE VII**

Proposals for amendments shall be submitted in writing at a regular meeting and shall be voted on at the next meeting, provided all members have been notified of the intent to amend the Constitution and/or By-Laws. This Constitution or the By-laws may be amended by a majority vote of the active membership present.

**BY-LAWS**

**Section 1 Secretary:**

**1.01**

It shall be the duty of the Secretary to keep the Constitution and By-Laws of the club and have the same at every meeting. The Secretary shall note all amendments, changes and additions to the Constitution and By-Laws. The Secretary shall make available to the membership the Constitution and By-Laws upon request.

## **Section 2 Membership:**

### **2.01**

Active members are those members whose dues have been received by the Treasurer on or prior to their due date.

### **2.02**

Inactive members are members whose dues have not been received by the Treasurer on or prior to their due date. Such members shall automatically be suspended. When a member remains inactive for a period of sixty- (60) days after the due date, that person shall be dropped from the membership.

### **2.03**

If an inactive member pays in full their annual dues within the sixty- (60) day grace period they shall be reinstated as an active member.

### **2.04**

Once a member has been dropped from the membership they may reapply for membership as stated within these By-Laws. Such member shall submit the full amount for annual dues along with their application and the dues shall not be prorated.

### **2.05**

*Full Membership:* Full membership is open to all licensed amateurs. Full membership includes all club privileges as well as rights to hold a club office and to vote for club officers.

### **2.06**

*Family Membership:* Family membership shall be available to anyone living in the same household of a full member. If the family member is a licensed amateur they have full benefits and privileges. If the family member is not licensed they may not vote for club officers or hold club office.

### **2.07**

*Associate Membership:* Associate membership is available to non-licensed persons and includes all club privileges except for the right to hold club office and vote for club officers.

## **Section 3 Membership Applications:**

### **3.01**

Applications for membership shall be submitted in writing to the Secretary on a special form provided for that purpose. Such applications shall be accompanied by one (1) year's dues as specified in Section 4 of the By-Laws.

The club Secretary shall read submitted applications at a regular club meeting for consideration by the membership.

Applications shall then be read for the second time at the next regular meeting. At this reading applicants shall be placed before the club for acceptance.

Should an applicant not be accepted by a majority vote of the club the application and dues submitted along with the application shall be returned to the applicant.

#### **Section 4 Dues:**

##### **4.01**

Annual dues shall be due and payable at the time of the annual club meeting in December.

##### **4.02**

Any member with extenuating circumstances (i.e., illness, military service, loss of income, etc.), may have their membership extended, and payment of dues waived for a period determined and approved by the membership to insure the retention of their privileges.

##### **4.03**

Full membership: A regular yearly assessment of 12 dollars per member is hereby assessed. New members shall be prorated at 1 dollar per remaining months.

##### **4.04**

Family Membership: A regular yearly assessment of 5 dollars per member is hereby assessed. New members shall be prorated at .50 cents per remaining months.

##### **4.05**

Associate Membership: A regular yearly assessment of 8 dollars per member shall be assessed. New members shall be prorated at .70 cents per remaining months.

## **Section 5 Meetings**

### **5.01**

Regular meetings shall be held monthly at a time determined by the membership.

### **5.02**

The President upon the written request of any five-club members may call special meetings. 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 sent so that they arrive not less than 24 hours before the meeting.

## **Section 6 Duties of Committees:**

### **6.01 Interference Committee:**

This committee shall consist of five (5) members (appointed by the club President). The committee shall direct investigation, invite proper inquires, establish technical facts and testimony and report its results to the club.

### **6.03 Net Manager:**

The Net Manager shall be responsible for conducting, promoting, and reporting as required the weekly club nets. The Net Manager shall also conduct any other special nets as requested by the club or its officers. The net manager shall be appointed by the President and be approved by the membership.

### **6.04 Newsletter Editor:**

The Editor of the club newsletter shall be responsible for editing, publishing and distributing the club newsletter on a monthly basis. The editor shall be appointed by the President and be approved by the membership.

## **Section 7 Election of Officers:**

### **7.01**

The President shall appoint a Nominating Committee composed of three (3) active members of the club.

The Nominating Committee shall meet and select one qualified member as nominees for each office to be filled. Only members who are willing to serve shall be nominated.

The Nominating Committee shall make its report to the membership at the November meeting, at which time nominations from the floor will be accepted for all offices, nominations shall then be closed.

The election of officers and other elected offices shall be held at the annual December meeting.

Ballots, which have been previously prepared by the Nominating Committee, shall be distributed to everyone present who is eligible to vote.

Those members present and in good standing shall mark their ballots to vote for not more than one (1) nominee for each office.

The Nominating Committee shall then collect and tabulate all ballots.

The nominee receiving the highest number of the votes cast shall be declared elected to their respective office.

## **Section 8 Club Appointments:**

### **8.01**

All club appointments shall be for a period of one (1) calendar year.

## **Section 9. Scholarship**

### **9.01**

The club at its discretion may award one eligible current year high school graduate or person earning their GED a \$250 scholarship providing they meet the qualifications set herein.

The scholarship amount may be increased or decreased by a majority vote of the club membership during any regular monthly meeting.

The application period shall be January 1 through March 31. No late applications will be accepted. The scholarship may be awarded after May 1. Each applicant shall write an essay of at least 250 words on the subject of the hobby of Amateur Radio. Applications may be obtained from the club secretary.

A committee of the club officers and one other member at large from the club membership shall make up the committee to award the scholarship. The club

President shall appoint the at large member. However, if the club officers or at larger member is related to the scholarship applicant, they must excuse themselves from the committee. The committee shall be made up of five (5) members.

The scholarship check shall be made payable to the institute of the graduate's choice provided it is an accredited college, university, or technical school.

The club at its discretion may award more than one scholarship per year. This shall be approved by a majority vote of the membership upon the recommendation of the scholarship committee.

The scholarship shall be valid for 12 months from the date awarded.

Qualifications:

- Must be a licensed Amateur Radio operator of any class.
- Must be a member in good standing of the Cherokee Capital Amateur Radio Society.
- Must attend an accredited college, university, or technical school.

## **Section 10 Ham of the Year Award**

### **10.01**

Each year at the regularly scheduled November meeting, members will nominate the member they feel deserving of Ham of the Year. Each member will by secret ballot nominate one member that they feel has met the criteria set forth by the club for this honor. The Secretary will provide each member of the club present with a ballot sheet. The Secretary will then collect all ballots and then along with the officers tally all nominations submitted. The member receiving the majority of the nominations will be named at the December meeting and presented with a plaque or other appropriate gift as so desired by the membership.

In the event of a tie the top two nominees will be named co-recipients of the honor and each will be presented with the appropriate gift as set forth by the club.

Criteria for choosing the Ham of the Year

- A licensed Amateur Radio Operator, of any class.
- Club membership dues paid.
- Should participate in a majority of the club public service activities.
- Attend a majority of the club meetings.
- Regular participant of the club net.
- Exhibit a willingness to work promoting the club, its activities, Amateur Radio, and assisting other amateurs in the hobby.

## **Section 11 Hamfest Chairman**

**Section 11.01**

The Hamfest Chairman shall be an active member of the club as set forth by the by-laws.

The Hamfest Chairman shall be elected each year the month following the annual hamfest. Nominations shall be taken from the floor. The names of those nominated shall be placed on a ballot and voted upon. The nominee with the majority of the votes shall be the Hamfest Chairman for the coming year.

It shall be the responsibility of the Hamfest Chairman under the directive of the club and its officers to plan and direct all activities of the hamfest. The Chairman may draw from the club membership to assist him/her to carry out these duties.