

**The Constitution
And
BY-LAWS
OF
THE KINGSPORT AMATEUR RADIO CLUB, INCORPORATED**

Revision dated 12 April 2018

**ARTICLE: I
NAME, OBJECTS, AND AFFILIATION**

Article I, Section 1-- Name. The name of this organization shall be The Kingsport Amateur Radio Club, Incorporated.

Article I, Section 2 – Objects. The object of this club shall be: promotion of interest in amateur radio communication and experimentation; relaying of messages by radio without charge; provide emergency and community service communication; advancement of the radio art; maintenance of fraternalism and a high standard of conduct among club members.

Article I, Section 3 - Affiliation. While it is eligible, this club shall be affiliated with the American Radio Relay League, Incorporated.

**ARTICLE II
MEMBERSHIP**

Article II, Section 1. The membership of the club shall consist of:

- (a) Full Members, who shall be entitled to all rights and privileges of the club;
- (b) Associate Members, who shall be entitled to all rights and privileges of the club, except the right to hold office or vote. When the general term "member" or "members" is used in the Constitution and By-Laws, it shall apply equally to both grades of members.

Article II, Section 2. All persons interested in Amateur Radio communications shall be eligible for membership. Membership shall be by application and election and upon such terms as the club shall provide in its By-Laws. Membership may not be denied because of race, creed, color, religion, gender, sexual orientation, political affiliation, marital status or any other reason that would be prudently considered biased or prejudicial.

Article II, Section 3. Any member who holds an amateur radio operator and station license shall be a full member. Unlicensed persons shall be associate members.

Article II, Section 4. Except for new members, the membership year shall begin on the first day of January and end on the last day of December each calendar year. For new members, the membership year shall begin on the first day dues are paid and end the last day of December of that year.

Article II, Section 5. All new members joining after July 1 shall pay one half of current dues.

Article II, Section 6. Members shall comply with the requirements of the Constitution and By-Laws of the club, and with the radio laws and regulations of the United States while conducting club business. A member may be expelled by a two-thirds vote of the members present at a regular or special meeting as defined in Article VI Section 1 of the Constitution and By-Laws.

ARTICLE III OFFICERS

Article III, Section 1. The officers of the club shall be: President, Vice President, Secretary, Treasurer, and a Club License Trustee.

Article III, Section 2. The term of office for officers elected at the regular annual election, as hereinafter described, shall be the ensuing calendar year.

Article III, Section 3. The term of office of officers elected during a calendar year to fill a vacancy shall be the remainder of the calendar year.

Article III, Section 4. At the regular October meeting the President shall appoint a nominating committee of at least three members, one of whom shall be designated as chair. This committee will be charged with the nomination of officers for the ensuing year. The nominating committee chair shall provide the list of nominees to the Zero Beat editor to be included in the December issue of the newsletter.

Article III, Section 5. At the regular December meeting, the nominating committee shall formally present its nominations, consisting of at least one nominee for each office of the club, each of whom shall have agreed to accept the office if elected. The floor shall then be opened for additional nominations, which may be made by any member. If no additional nominations are forthcoming, or upon passage of a motion to do so, the nominations shall be closed and the election held.

Article III, Section 6. If there be more than one candidate for any office, the election for that office shall be by secret paper ballot. If only one candidate is nominated for an office, election of that candidate shall be automatic upon closing of the nomination and the presiding officer shall declare the candidate elected.

Article III, Section 7. If any office becomes vacant during the year, it shall be filled by nomination and election at the first opportunity at a regular meeting of the club, or at a special meeting as provided in the Constitution and By-Laws, unless the club shall vote to postpone the election. Election shall be in accordance with Section 6 above.

ARTICLE IV MANAGEMENT

Article IV, Section 1. The affairs of the club shall be managed by an Executive Board in accordance with the Constitution and By-Laws of the club and the laws under which it is incorporated. The Executive Board shall consist of: President, Vice-President, Secretary, Treasurer, Club License Trustee and the Ex-President who served immediately prior to the active officers. The term of all Executive Board members shall be the calendar year. Any vacancy of the Executive Board shall be filled in the manner described for officers in Article III Section 7. The Executive Board shall have such powers and duties as are prescribed by statute for an Executive Board. In general, it shall, in the absence and direct action by the club, direct the affairs and handle the finances of the club. The Executive Board shall meet in January of each year to formulate proposals for the club's activities for the year. Special meetings of the Executive Board may be called as provided in the Constitution By-Laws. If any officer, during the term of office, fails to perform his/her duties, the Executive Board may declare the office vacant. A majority of the Executive Board shall constitute a quorum in any meeting of the board.

Article IV, Section 2. The President shall have general supervision of the affairs of the club, under the direction of the Executive Board and the membership at large. He/she shall preside at all meetings of the club and the Executive Board; enforce due observance of the Constitution and the By-Laws of the club; decide all questions of order; sign all official statements of policy adopted by the club; appoint required committees; and perform all other customary duties pertaining to the office of President. The president may end any meeting by simply saying the meeting is adjourned.

Article IV, Section 3. The Vice-President shall assume all the duties of the President in cases of absence or incapacity. In addition, he/she shall serve as program chairman for the club.

Article IV, Section 4. The Secretary shall keep a record of the proceedings of all meetings, carry on routine correspondence and give a report of every meeting to the Editor of the Zero Beat monthly newsletter. No Treasurer report shall be listed in the Zero Beat.

Article IV, Section 5. The Treasurer shall receive and receipt for all monies paid to the club and keep an accurate account of all monies received and expended. He/she shall pay no bills without authorization by the President, the Executive Board, or the membership. At the end of each year, an itemized statement of receipts and disbursements shall be submitted. All disbursement receipts shall be retained. At the expiration of a term of office, all club property in his/her possession shall be turned over to the successor, and then shall cooperate with the successor as necessary to assure that bank accounts and all other club funds become subject to the control of his/her successor. The Treasurer and President shall have signature rights and access to all club funds. There shall be an annual audit in November of the club finances independent of the Executive Board, consisting of at least two club members appointed by the President. The Ledger shall be on an Excel Spreadsheet listing all credits and debits and monthly bank statements made available.

Article IV, Section 6. The Club License Trustee shall be the contact for the club callsign, W4TRC, operated under a Federal Communication Commission amateur radio club station license, which shall be posted at the club station. By Federal Communications Commission rules, the trustee must hold an FCC issued amateur license of any class higher than Novice, but preferably will hold the extra class license. All club functions such as the repeater, field day, emergencies, and public interest communications are operated under this license. The Club License Trustee shall have at least three Repeater Control Operators, chosen from the membership, who shall be given capability to shut down the repeater transmitter in the event there is a problem with its operation or a transmission is inappropriate and/or illegal.

ARTICLE V DUES

Article V, Section 1. The club may, by majority vote at any meeting, levy upon the general membership, such dues or assessments as shall be deemed necessary for the business of the organization within its objects as set forth in Article 1. The meeting time and date will be published to all club members at least 10 days in advance of a scheduled meeting. A member whose dues are delinquent for three months will be automatically dropped from the club's roster upon written notice, by the Secretary, or the Treasurer, to the delinquent member two weeks prior to such termination.

Article V, Section 2. The club shall establish a family membership category of dues scaled one and one-half of current dues amount. All new members joining after July 1 shall pay one half of current dues.

ARTICLE VI MEETINGS

Article VI, Section 1. The Constitution shall provide for regular and special meetings of the club and for special meetings of the Executive Board. For the purposes of voting at all club meetings, a quorum of 30% of members with full membership shall be present. A majority vote of those present is required to pass motions.

ARTICLE VII CONDUCT

Article VII, Section 1. Club members should never engage in harassing conduct, such as epithets, slurs or negative stereotyping; threatening, intimidating or hostile acts; degrading or display written or graphic material that denigrates or shows hostility or aversion toward an individual or group (including through email). Bullying, either direct or indirect, whether verbal, physical, or otherwise, conducted against others, in the course of said membership, will be handled with the same level of gravity as other harassment. Any complaint made under this policy shall be brought before the Executive Board for investigation and resolution. If it is found that said club member has violated this policy, corrective measures shall be considered, and corrective measures taken such as remedial action or expulsion from the club.

ARTICLE VIII REVISIONS TO this Constitution and By-Laws

Article VII, Section 1. The By-Laws may be revised by a 75% affirmative vote at any regular meeting, if notice of the proposed vote has been sent to all members at least four weeks in advance and due notice of the meeting has been sent as provided in the Constitution.