

CONSTITUTION & BY-LAWS

CONSTITUTION OF THE GREAT SOUTH BAY AMATEUR RADIO CLUB

Adopted: April 1985

Amended: November 1987, January 1988, October 2006, May 2007, February 2010, March 2010, December 2011, February 2015, April 2016, October 2016

PREAMBLE:

We, the undersigned, wishing to secure for ourselves the pleasures and benefits available in Amateur Radio, constitute ourselves the Great South Bay Amateur Radio Club as a non-profit association, 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 conduct club programs and activities to advance the general interest and welfare of amateur radio in the community and through Public Service.

MEMBERSHIP: ARTICLE I

All persons interested in amateur radio communication shall be eligible for membership.

OFFICERS: ARTICLE II

Sec. 1a: The officers of this club (Governing Board) shall be: President, Vice President, Secretary, Treasurer, and four (4) Directors. They shall assume office on December 1st.

Sec. 1b: All members of the Governing Board must hold valid Amateur Radio Licenses, and must be a member for a minimum of twelve (12) months prior to nomination for office.

Sec. 2a: The President, Vice President, Secretary, and Treasurer of this club shall be elected for a term of one year by ballot of the members present, provided there be a quorum, at the November meeting.

Sec. 2b: There will be four (4) Directors. Directors will be elected to serve two (2) year terms. Two Directors will be elected on even numbered years and two (2) Directors will be elected on odd numbered years. This is to allow for continuity of the Governing Board.

Sec. 3: Vacancies occurring in the office of the President shall be filled by the Vice-President for the duration of the term of the elected term. A vacancy in the office of the Vice-President shall be filled by the Governing Board of the club at the next Executive Meeting or as soon after as circumstances permit. Vacancies in all other positions occurring between elections shall be filled by special elections, with recommendations presented to the membership by the remaining Governing Board. Special Elections shall occur at the first regular General Meeting or as soon after as circumstances permit following the withdrawal or resignation of a member of the Governing Board.

Sec. 4: Officers may be removed, for due cause, by a three- fourths (3/4) vote of the total membership.

DUTIES OF OFFICERS: ARTICLE III

Sec. 1: The President shall preside at all meetings of this club, and conduct the same according to the rules adopted. The President shall enforce due observance of this Constitution and By-Laws; decide all questions of order; appoint or remove all committee chairpersons; sign all official documents that are adopted by the Club and perform all other customary duties of the Office of President.

Sec. 2: The Vice President shall assume the duties of the President in his/her absence and will assist him/her in the performance of their regular duties. It will be the duty of the Vice President to oversee the selection of meeting agenda in accordance with the President.

Sec. 3: The Secretary shall handle all correspondence, read communications at each meeting, mail written notices to each member, assist or handle press releases of the club. He/she shall maintain copies of all correspondence for the club archives and make sure they are stored in the archives. The Secretary shall keep an accurate record of the proceedings of all meetings. It shall be the duty of the Secretary to keep the Constitution and By-Laws of the club and have them at every meeting. The Secretary shall cause all amendments, changes and additions to be noted thereon and shall permit the same to be examined by members upon request. He/she shall, at the expiration of his/her term, turn over all items belonging to the Club to his/her successor.

Sec. 4: The Treasurer shall receive and receipt all moneys paid to the Club; he/she shall keep an accurate account of all moneys received and expended. He/she will be responsible for preparation of an annual budget to be submitted to the president for submission to the Executive Board. He/she shall pay no bills without proper authorization by the Club or its Governing Board. At the monthly meeting he/she shall submit an itemized statement of disbursements and receipts. He/she shall also keep an accurate list of all dues paid members and shall permit the same to be examined by members upon request. He/she shall at the expiration of his/her term turn over everything in his/her possession, belonging to the Club, to his/her successor.

Sec. 5: The Directors shall be responsible for advising the Board and assisting same with club activities. Directors also have the same voting rights as club officers in Board voting.

BUDGET/FISCAL YEAR: ARTICLE IV

The President shall submit an annual budget, for the subsequent year ending December 31, prepared in advance by the treasurer, to the Executive Board at the December Executive Board Meeting. Upon approval of the Executive Board the budget will be published on the club Yahoo groups for review by the membership and voted upon by the membership at the December General Meeting, or as soon after as possible. The fiscal year of this organization shall start January 1st and end December 31st.

MEETINGS: ARTICLE V

The By-Laws shall provide for regular and special meetings.

DUES: ARTICLE VI

The By-Laws shall provide for dues and their collection.

MEMBERSHIP ASSISTANCE: ARTICLE VII

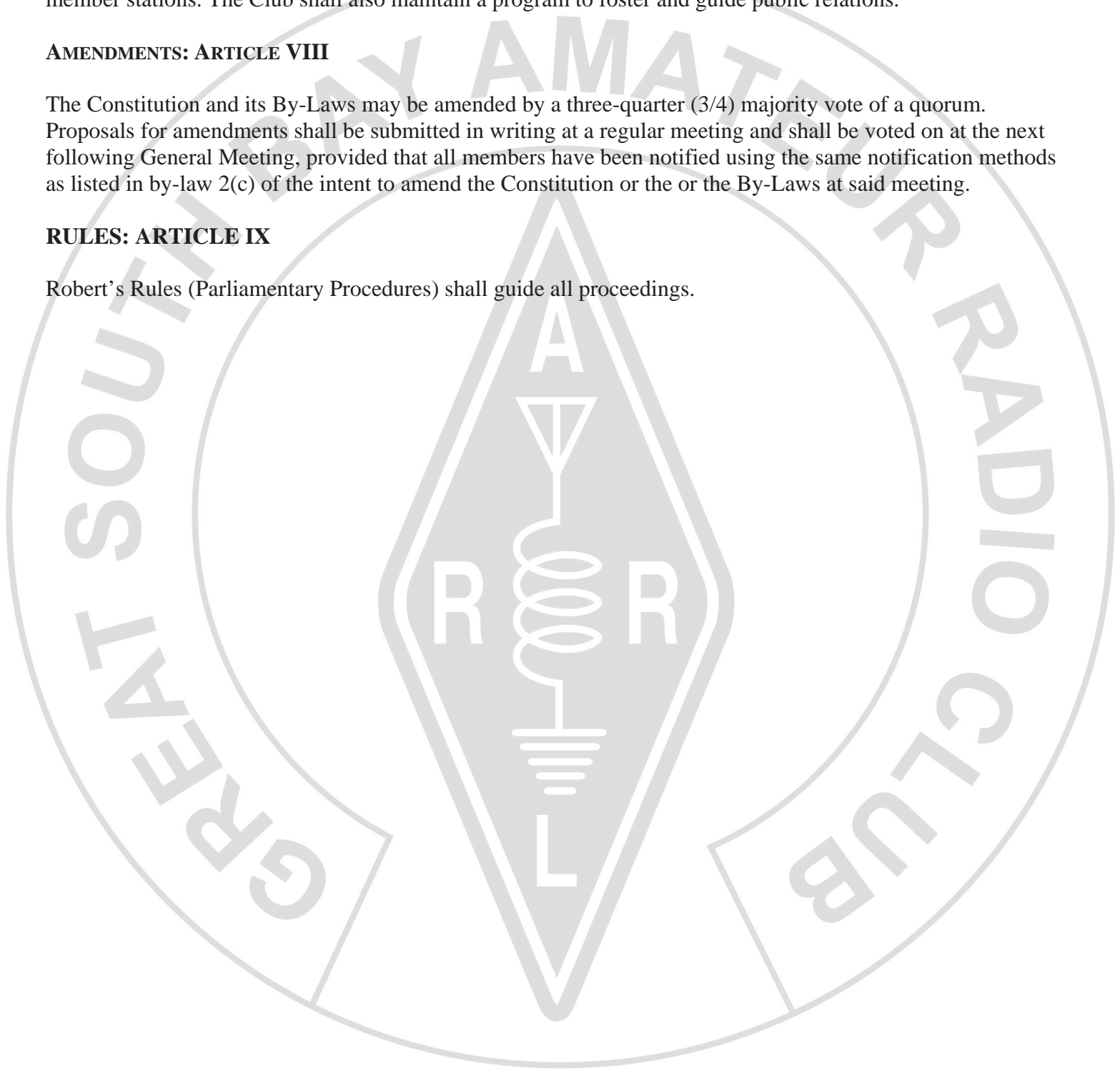
The Club shall assist to minimize interference in the operation of its member's Amateur Radio stations. The Club shall formulate adequate plans for disposition of any cases of interference, where reported. The Club, through its committees, will provide technical advice to members concerning equipment design and operation, to assist in frequency observance, clean signals, uniform practice, and absence of spurious radiations from club member stations. The Club shall also maintain a program to foster and guide public relations.

AMENDMENTS: ARTICLE VIII

The Constitution and its By-Laws may be amended by a three-quarter (3/4) majority vote of a quorum. Proposals for amendments shall be submitted in writing at a regular meeting and shall be voted on at the next following General Meeting, provided that all members have been notified using the same notification methods as listed in by-law 2(c) of the intent to amend the Constitution or the or the By-Laws at said meeting.

RULES: ARTICLE IX

Robert's Rules (Parliamentary Procedures) shall guide all proceedings.



BY-LAWS TO THE CONSTITUTION OF THE GREAT SOUTH BAY AMATEUR RADIO CLUB

Adopted: April 1985

Amended: November 1987, January 1988, January 2002, October 2006, August 2007, August 2009,
March 2010, December 2011, February 2015, April 2016, October 2016

1. MEMBERSHIP:

All applications for membership shall be submitted at regular meetings or by mail to the Club's Treasurer.

(a) **FULL MEMBERSHIP** is open to all licensed interested persons. Full Membership includes all club privileges as well as the right to hold a club office and vote for club officers, as provided in the Constitution. Full Membership also places the individual on the mailing list for the club newsletter.

(b) **ASSOCIATE MEMBERSHIP** is open to all unlicensed interested persons. Associate members have all of the same privileges as a member with full membership except for the right to hold office. An Associate Member will be placed on the mailing list of the club newsletter.

(c) **FAMILY MEMBERSHIP** is open to any licensed individual who has a member of their immediate family (father, mother, son, daughter, or spouse) who is a Full member. Family members have all of the same privileges as an associate member except for the right to hold office and with no voting privileges. Family Members will not be placed on the mailing list of the club newsletter.

(d) **HONORARY MEMBERSHIP** is open to any ARRL OFFICIAL who is required by our ARRL Affiliated Club requirements to receive a copy of our newsletter. Honorary Members are to be classified as Club Members without the right to hold office or have a vote in the affairs of the Club unless they become a full dues paying member of the Club. The Hudson Division Director, NYC/LI Section Manager, NYC/LI Affiliated Club Coordinator, and the ARRL Club Services Manager, shall be included on the mailing list of the club newsletter.

(e) **LIFE MEMBERSHIP** shall be bestowed upon any person who, because of special consideration by the Club and its Officials, shall be considered a lifelong **FULL MEMBER**. Membership shall be approved by vote of three-quarters (3/4) of the total club membership. Upon approval of Life Membership all yearly dues shall be waived.

2. MEETINGS:

(a) **GENERAL MEETINGS** shall normally be held on the last Thursday of each calendar month at such place as the President shall designate. A quorum for a General Meeting to transact business shall be 15% of the paid membership.

(b) **BOARD MEETINGS** shall normally be held on the first Thursday of each calendar month at such place as the President shall designate. A quorum for a Board Meeting to transact business shall be 50% of the Governing Board.

(c) **SPECIAL MEETINGS** may be called by the President as required, or upon written request submitted to the President of any five club members. Notices shall be sent to all members concerning special meetings regarding the business to be transacted. Only such business as designated shall be transacted. Such notices shall be sent via e-mail, posting to the group internet notification site (i.e. GSBARC Yahoo Group), ordinary postal mail delivery, or combination thereof that will allow delivery no less than 24 hours before the meeting time. A quorum for a Special Meeting will be the same as for a General Meeting.

3. DUES:

Annual Dues will be collected in December, for the start of the business year, Jan. 1, in accordance with the provisions of Article V of the Constitution. Any member not paying their dues by the February General Meeting will be dropped from the active membership list. To be reinstated, full current dues must be paid.

(a) Full and Associate Membership dues are THIRTY dollars (\$30.00) per year. After June 30, dues for NEW joining members shall be one half the annual dues.

(b) Family membership dues are FIVE dollars (\$5.00) per year, per Family membership, as long as at least one other member of the immediate family household (father, mother, son, daughter, husband or spouse) is a full dues paying member.

(c) Any person, including students, with limited or fixed income, may privately petition the board for a 50% reduction of dues for any years' dues.

4. GOVERNING BOARD:

(a) **THE GOVERNING BOARD** shall be authorized to spend up to ONE HUNDRED dollars (\$100.00) without prior approval of the membership. All expenditures must be reported at the next General Meeting.

(b) All expenditures in excess of this amount must have prior approval by the membership.

5. COMMITTEES:

All Committee Chairpersons or designated appointees shall attend all board meetings for the purpose of submitting the committees report and participation in the operation of the club. The President has authority to appoint or remove committee chairpersons. Members of a committee serve at the discretion of the chairperson.

6. NOMINATIONS AND VOTING PROCEDURES:

(a) Nominations for office will be held in October of each year.

(b) To be eligible for an elective office the nominee must be a member of the GSBARC for a minimum of one (1) year prior to nomination and continue membership with the club throughout the term of his or her election term.

(c) Before any nominations are taken, the Secretary will read the duties of each office from the constitution and by-laws.

(d) Nominations for office will then be taken orally from the floor.

(e) Immediately following the nominations the President shall appoint an election committee which shall consist of a chairperson and two (2) assistants, none of whom are candidates for any office.

(f) Elections will be held at the General Meeting in November of each year.

(g) All voting for club officers shall be by secret ballot and the results of the vote shall be announced to the membership at the meeting and shall be published.

(h) The sequence of elections shall follow Article II Section 1a of the constitution (President, Vice President, Secretary, Treasurer then Directors).

(i) Sufficient time having elapsed, so that all who wish to vote can, the committee shall tabulate the ballots.

(j) All voting on general club business shall be by show of hands with the results being made known to the membership present at the meeting and shall be published.

7. USE OF CLUB NAME, LOGO AND INTERNET PRESENCE

(a) All use of the club Name or Logo will require permission of the GSBARC Board. The decision of the board will be entered into the Board Meeting minutes.

(b) All use of the club Name or Logo on the internet will require permission of the GSBARC Board. The decision of the Board will be entered into the Board Meeting minutes. Each use requires separate approval.

(c) The access credentials for any internet account must be given to the GSBARC Board once the account is created. The GSBARC Board must be notified of any changes to the access credentials and the new access credentials must be given to the GSBARC Board within seven days.

(d) Failure to comply with any of the above will result in the violator losing all member privileges until the issue is resolved. If the issue is not resolved, the GSBARC Board reserves the right to reject future membership renewal.

7.1. CURRENTLY APPROVED USES OF THE CLUB NAME, LOGO AND INTERNET PRESENCE

(a) GSBARC.org website

(b) gsb-arc Yahoo Group

(c) GSB_Education Yahoo Group

(d) GSBARC Facebook Page

(e) Compass newsletter

(f) Etched glass mugs, plaques: artwork requires GSBARC Board approval

(g) Tee shirts, hats, jackets: artwork requires GSBARC Board approval

(h) GSBARC Club Roster

(i) Any member in good standing may use the club logo on their QSL cards