

# **Constitution of the Western Piedmont Amateur Radio Club (WPARC)**

## **Effective: January 2002**

Preamble:

We, the membership, an association of persons interested in Amateur Radio, do hereby organize a body and corporate pursuant to the Statute Laws of North Carolina which regulate the formation of no-profit organizations without capital stock.

The name of the organization is **Western Piedmont Amateur Radio Club**, hereinafter referred to as **“the Club”**.

### **I. Purpose and Activities**

- a. The Club’s purpose and activities
  - i. The promotion of interest in Amateur Radio Communications.
  - ii. Thee relaying of messages by radio.
  - iii. The operation of a repeater or repeaters.
  - iv. To maintain these repeaters for the use in the Amateur Radio Community.
  - v. To provide communications for the furtherance of public welfare in time of emergency.
  - vi. To help in community projects where radio communications are needed.
  - vii. To foster and promote communications by electronic means for the personal benefits and pleasure of the Club members.
- b. The Club will be involved in the above activities. They will be performed without pecuniary gain or monetary considerations.

### **II. Assets**

- a. No part of the assets or income of the Club shall be the property of any member.
- b. Such assets and income shall be devoted to the purposes set forth herein.

### **III. Membership**

- a. All persons interested in Amateur Radio are eligible for membership.
- b. Classes of membership and requirements
  - i. Full Member
    1. Holds a valid Federal Communications Commission (FCC) Amateur Radio License
    2. Pays the Full Membership dues.
  - ii. Associate Member
    1. Anyone that is interested in Amateur Radio.
    2. Does not have to have a FCC Amateur Radio License.
    3. Pays the Associate Membership dues as appropriate.
    4. Will not have voting privileges.
  - iii. Family Member (Established to encourage the participation of families).
    1. Must live in the household of a Full or Associate Member (sponsor).

2. Will lose eligibility of family membership status on the first (1<sup>st</sup>) day of January following the year in which they are married or the year in which they turn twenty-one (21) years of age.
3. If their spouse is a Full Member, they will also have voting privileges if a holder of a valid FCC Amateur Radio License.

#### **IV. Officers**

- a. Eligibility
  - i. The Officers of the Club must hold a voting membership.
- b. Term of Office
  - ii. Twelve (12) months, January first (1<sup>st</sup>) through December thirty-first (31<sup>st</sup>), and incumbents may be elected/re-elected to fill any Officer's position.
- c. Election
  - i. In October of each year, nominations for the Club's Officers shall be made from the floor and/or presented by a nominating committee that has been appointed by the President.
  - ii. Election of Officers shall be held at the regular November meeting.
  - iii. A simple majority of voting Membership present shall be necessary for the election of Club Officers.
- d. Removal
  - i. Any request for the removal of an Officer must be detailed in writing and must be signed by at least three (3) voting members.
  - ii. Upon receipt of a request for the removal of Officers.
    1. Notification of Club Membership must follow.
    2. A recall ballot shall be held within sixty-one (61) days following the notification of Club Membership.
  - iii. A simple majority of the Full voting Membership, voting in person or by proxy, shall be necessary for the removal of any Office of the Club.
- e. Vacancies
  - i. Vacancies of Club Officer positions should be filled by special election at the next regular meeting held within sixty-one (61) days following the vacancy.
  - ii. A simple majority of voting Membership present shall be necessary for the election of Club Officers to fill vacancies.
- f. Duties and Responsibilities
  - i. All Officers
    1. Constitute the Board of Directors of the Corporation.
  - ii. President
    1. Preside at all meetings and conduct them in accordance with the Constitution and the attached By-Laws.
    2. Decide all questions of order.
    3. Sign all official documents.
    4. Perform all customary duties of the office of the President.

5. May appoint an Election Committee in October made up of voting members to handle the responsibility of finding Club Officer Nominees for the next year.

iii. Vice-President

1. Chair the Membership and Program Committee
2. Assume the duties of the President in the absence of the President.

iv. Secretary

1. Keep a record of the proceedings and attendance of all meetings.
2. Maintain the membership role.
3. Prepare correspondence.
4. Read the minutes of the previous meetings and any pertinent communication at each business meeting.
5. Maintain the Constitution and By-Laws of the Club and have them available upon request of any member.
6. Notify all members of meetings (Date/Time/Place) and/or cancellation of meetings.
7. Insure that voting members are thoroughly briefed and knowledgeable when Constitution/By-Laws amendments or election of Officers will be the topic at the upcoming meeting.
8. Shall assume the duties of the President at all meetings and conduct them in the absence of the President and Vice-President.

v. Treasurer

1. Prepare a receipt of all monies donated to the Club or received as dues.
2. Keep a record of income and expenditures.
3. Shall pay all bills out of a Club checking account upon authorization to do so by Club Officers.
4. Report receipts and disbursements at each business meeting.
5. At the expiration of their term of office, the Treasurer shall turn over to their successor all financial records, monies, statements, correspondence, etc.
6. Shall assume the duties of the President at all meetings and conduct them in the absence of the President, Vice-President, and Secretary.

## **V. Board of Directors**

a. Members

- i. Club President
- ii. Club Vice-President
- iii. Club Secretary
- iv. Club Treasurer

b. Responsibilities

- i. Shall appoint one person to be the “Trustee of the Club”.

**VI. Trustee of the Club**

- a. Eligibility
  - i. Must be a Full voting Member of the Club.
- b. Responsibilities
  - i. Trustee of the Repeater.
  - ii. Corporation Agent.

**VII. Constitutional Amendments**

- a. Requirements
  - i. Each member must be advised of the intent to amend the Constitution and/or By-Laws at a Club meeting.
  - ii. Proposals for amendments must be submitted in writing at a regular monthly meeting.
- b. Voting
  - i. The Club Constitution and/or By-Laws may be amended by a two-thirds (2/3) majority vote of the Full Voting Membership.
  - ii. Voting may be done in person or by proxy.

**VIII. Parliamentary Authority**

- a. Roberts Rule of Order shall govern the proceedings of all meeting of the Club.

**IX. Disposal of Property/Funds**

- a. In the event that the Club is dissolved, uncommitted funds and property held at that time will be donated to an existing non-profit organization.