Apple City Amateur Radio Club

Bylaws

Article I. Name of Organization

The name of this organization shall be “Apple City Amateur Radio Club, Inc”. The term “ACARC” or “Club” may be used in these Bylaws.

Article II. Purpose

The purpose and activities of this non-profit educational organization shall be in accordance with the Constitution of Apple City Amateur Radio Club.

Article III. Corporate Status

Apple City Amateur Radio Club, Inc., is incorporated under the laws of Washington State as a non-profit educational organization.

Article IV. Records

It shall be the duty of the Secretary to keep the Constitution and Bylaws of the club and have same with him/her at every regular and special meeting. He/she shall cause all amendments, changes and additions to be noted thereon and shall permit the same to be consulted upon request.

Article V. Membership

Section 1. Eligibility for Membership

All licensed amateur radio operators shall be eligible for membership. Unlicensed persons interested in amateur radio shall be eligible for Associate Membership without voting privileges.

Section 2. Applications for Membership

Applications for membership may be submitted in writing or verbally at any time. Each application must express a willingness to abide by the Constitution and Bylaws and such rules that shall be promulgated by the Board of Directors and Club membership. The Board of Directors shall pass on all applications before submission to the membership.

Section 3. Dues

Annual membership dues are determined by the membership and shall be assessed for the purpose of providing funds for current expenses. Dues shall be collected upon admission to membership and annually thereafter, payable annually on Jan 1st. New membership dues shall be prorated semiannually.

Article VI. Meetings

Section 1. Regular Meetings

Regular meetings of the Club or Board of Directors shall be held at such a time and place as the President shall order, subject to approval of the membership.

Section 2. Special Meetings

Special meetings may be called by either the President or upon a written request by any five members of the Club in good standing. The written request must be submitted to the President. The Secretary shall inform all members by available media of Special Meetings and of the business to be transacted at the Special Meetings. Only that announced business may be conducted at the Special Meetings.

Section 3. Board Meetings

The Board of Directors shall meet regularly but at least monthly at a location announced to the general membership. Board meetings shall be held no less than one week immediately prior to a regular general membership meeting. All Board Meetings shall be open to any full member except that the Board may meet in Executive Session when discussing personal matters involving any individual member of the Club.

Section 4. Attendance at Meetings

Each elected Officer and Trustee of this Club is expected to attend Board and General Membership meetings. Any member of the Board who misses two consecutive Board or General Membership Meetings without providing an alternate to assume his/her duties shall be expelled from office.

Section 5. Quorum

At all meetings, twenty-five percent of the total membership shall constitute a quorum. Four members of the Board of Directors shall constitute a quorum for a meeting of the Board.

Section 6. Rules of Order

“Roberts Rules of Order” shall prevail in the conduct of business of this club in all cases in which rules are applicable.

Article VII. Committees

Section 1. Standing Committees

Realizing the value of membership in the Club, various Standing Committees shall provide each member with the opportunity to assist in the implementation of the purpose of the Constitution and Bylaws of the Club.

Section 2. Committee Reports

Each Committee shall deliver a report to the Board of Directors at a regularly scheduled Board meeting and to the General Membership upon request of the President.

Section 3. Finance Committee

The Treasurer shall chair the Finance Committee which shall meet at least quarterly to develop and oversee maintenance of a budget. The Treasurer shall be “Ex Officio” member of the Finance committee.

Section 4. Operations Committee

The Trustee occupying Position 1 shall chair the Operations Committee which shall meet at least monthly. The Committee shall create and monitor at least the following subcommittees: a) Packet: b) Repeater: c) Field Day: d) Hamfest: e) Emergency operations: f) any other subcommittees deemed necessary by the Board of Directors.

Section 5. Nominating Committee

The Vice President shall chair the Nominating Committee which shall meet at least quarterly to develop a pool of candidates to fill the various Offices of this Club at any Special or General Election of the Board.

Section 6. Publicity Committee

The Secretary shall chair the Publicity Committee which shall meet at least monthly for purposes of developing and promulgating a monthly update of the Website and the development of various publicity notices that shall inform the public about activities of this Club.

Section 7. Other Committees

The Board may establish other Standing Committees without amendment to these Bylaws with approval of the general membership.

Article VIII. Elections

Nominees for office shall be presented by the Nominating Committee along with the nominees from the floor during the first general membership meeting in October. The election of Officers and Trustees shall be held during the first regularly scheduled membership meeting in November. Installation of Officers and Trustees shall be conducted during the first scheduled meeting in December.

Article IX. Amendments

Section 1. Quorum

The ACARC Constitution or Bylaws may be amended by a majority vote of the membership at a meeting with a Quorum in attendance.

Section 2. Proposed Amendments

Proposals for amendment shall be submitted in writing and read aloud by the
Secretary at three regular meetings of the Club prior to the fourth meeting at which the vote is taken.