

**RIDGE AMATEUR RADIO CLUB**  
**BATESBURG-LEESVILLE, GILBERT, MONETTA, RIDGE SPRING**

**BY-LAWS**

**1. PURPOSE**

Beyond the contents of the Constitution, the purpose of this organization is broadened to include the intent to help anyone interested in amateur radio to obtain a valid amateur radio license and to help them experience the pleasure of communicating with others by amateur radio. It is further the purpose to develop the necessary skills and operating proficiency so that the Club can supply radio communication whenever called upon to serve our community.

**2. NAME**

The name "RIDGE AMATEUR RADIO CLUB" will be used on any correspondence dealing with Club business. The name also may be displayed on pins, badges, medallions, buttons, tags, banners, flags, signs, plaques, plates, patches, awards, certificates, caps, shirts, etc., providing it is deemed to be in the interest of the Club. Such use of the name and logo must be approved by a majority of the MEMBERS present at any regular meeting.

**3. MEMBERSHIP**

- A. MEMBER - Any person who is of good moral character, holds a valid amateur radio license, and whose dues are current qualifies for membership.
- B. ASSOCIATE MEMBER (non voting) - Any person who is of good moral character, interested in amateur radio, is willing to spend the time to acquire the knowledge and skills to obtain a valid amateur license, and whose dues are current, qualifies for membership. An ASSOCIATE MEMBER who receives a valid amateur license will automatically become a MEMBER.
- C. Membership in this organization is by application which will be processed by the MEMBERSHIP COMMITTEE and voted on by a quorum of current members .
- D. STUDENT MEMBERSHIP - A full time student who is of good moral character with a valid amateur radio license, after paying dues at the reduced rate of 50% off, qualifies for membership (Voting).
- E. FAMILY MEMBERSHIP - two or more related family members living in the same household and of good moral character all holding valid amateur radio licenses, may pay a family dues rate of 1.5 times the single member rate and qualify for membership. A family membership is also available for two family members living in the same household and of good moral character, where only one holds a valid Amateur license. The member without a license will be considered an ASSOCIATE MEMBER(Non-Voting). Dues in this situation are 1.5 times the single member rate.
- F. Members whose dues are in arrears shall be carried on the Club roster until the close of the March regular monthly meeting of each calendar year, whereupon membership shall automatically terminate.
- G. Any member may be expelled from the Club upon a two-thirds vote of the voting members present at a regularly scheduled meeting. The member to be expelled must have been given due

written notice mailed to their last known address via Certified Mail with Return Receipt at least thirty days in advance and must have an opportunity to be heard at the meeting.

#### **4. DUTIES OF THE OFFICERS**

- A. **PRESIDENT** - The President shall be the Chief Executive Officer of the Club, and therefore is responsible for the general management of the Club. With the assistance of the Executive Committee the President shall preside over all membership meetings, be an Ex-officio Member of all Committees, and shall execute, with the help of the Secretary, all contracts and instruments which have first been approved by the Membership.
- B. **VICE-PRESIDENT** - The Vice-President shall have the authority and shall perform the duties of the Office of the President in case the President, for any reason, is unable to do so. The Vice-President shall also perform such duties connected with the operation of the Club as directed by the President and or the Executive Committee.
- C. **SECRETARY** - The Secretary shall keep a record of all proceedings of all Membership and Executive Committee Meetings, keep a roll of MEMBERS and ASSOCIATE MEMBERS, submit membership applications, arrange for the giving and serving of notices of all meetings of the Membership and of the Executive Committee, carry on all correspondence, and shall execute with the President all contracts and instruments which have first been approved by the Membership.
- D. **TREASURER** - The Treasurer shall be responsible for handling all monies received by the Club, all disbursements made for the Club that are approved by the Finance Committee, and maintain documentation for these transactions. The Treasurer shall provide a quarterly financial statement to the membership, showing all receipts and disbursements and the monetary assets of the Club. The Treasurer shall have the authority to pay expenses which have not been approved, up to a total of two hundred and fifty dollars, providing those expenses are anticipated by the budget and brought before the Finance Committee at the next meeting. Annually the Treasurer shall prepare for and assist those conducting an audit of the Club Finances.
- E. **TRUSTEE** - The TRUSTEE shall be responsible for holding and renewing the Club Amateur Radio License. The Trustee will be the custodian of any physical assets held by the club such as the Club Repeater(s), etc. The Trustee is appointed by the President and Vice-President and is considered as a member of the Executive Committee. The Trustee should hold an Extra Class License.
- F. **DIRECTORS** - When the number of Members and Associate Members exceeds fifty (50), four Director Offices will be added to the elected positions of the organization. The purpose for this addition is to assist the President with the management of the organization. The Directors shall assume duties so designated by the President and or the Executive Committee.
- G. **TERM OF OFFICE** - The Officers, except the TRUSTEE, of this organization shall be elected for a term of one year, by ballot of the MEMBERS present at the annual meeting, providing there is a quorum. A nominating committee, appointed by the President shall present a slate of officers at the August meeting. Nominations will remain open until the September meeting.
- H. **EXECUTIVE COMMITTEE** - The Executive Committee shall include the President, Vice-President, Secretary, Treasurer, Trustee, and Directors.

#### **5. MEETINGS**

- A. Regular meetings of the Membership (MEMBERS AND ASSOCIATE MEMBERS) shall be held on the fourth Tuesday of every Calendar month, except April (Tailgate Party), June (in the event of Field Day Participation), July (Summer Break) and December. The scheduling of a December Meeting or Club Dinner shall be decided by the will of the Members by the October Meeting. In the event of non-participation in Field Day the decision to hold the June meeting will be decided by the will of the Members by the May Meeting.
- B. Special meetings may be called by the President, the Executive Committee, or a written request by at least six MEMBERS to the Secretary with an explanation of the business to be discussed. The written notice for the special meeting shall set forth the place, date, time, and purpose. The notice must be in the hands of the MEMBERS and ASSOCIATE MEMBERS at least 24 hours before the meeting. Only the business designated in the notice shall be transacted at that meeting.
- C. The meeting in September shall be the ANNUAL MEETING. The purpose of this meeting shall be, but not limited to, review of the nominations presented at the August meeting by the Nominating Committee, accepting additional nominations from the MEMBERS, and electing the Officers for the coming year.
- D. MEMBERS and ASSOCIATE MEMBERS are encouraged to bring their SPOUSES to the Regular Meetings and Annual Meeting to share in the sociability of the Club.
- E. GUESTS are welcome at any Regular Meeting and Annual Meetings to develop an interest in amateur radio.
- F. MEMBERS and/or ASSOCIATE MEMBERS who bring their SPOUSES or GUESTS will be responsible for any food or other costs incurred and will promptly pay the Treasurer.

## 6. DUES

- A. Dues will be recommended by the Executive Committee for approval by the membership, including the method of payment thereof.
- B. First year member dues shall be prorated 25% quarterly beginning the month that membership is approved.
- C. Previous member dues are NOT prorated.

## 7. SUGGESTED COMMITTEES (Formed as required)

- A. FINANCE COMMITTEE - The Finance Committee shall prepare an annual budget, perform an annual audit of the Club's books, and assist the Treasurer as requested.
- B. PUBLIC RELATIONS COMMITTEE - The goal of the Public Relations Committee is to communicate to the membership and the public the purpose, ideals, activities, and services, of the RIDGE AMATEUR RADIO CLUB, and to convey to the community the opportunities and fellowship of this great avocation, AMATEUR RADIO.
- C. MEMBERSHIP COMMITTEE - The objective for the Membership Committee is to build a program to search for and encourage new members, to work with the Public Relations Committee to enhance local public understanding of amateur radio, and to cooperate with the Big Sister and Big Brother Program to offer students membership in the RIDGE AMATEUR RADIO CLUB.
- D. PROGRAM COMMITTEE - Arrange for a technical, educational, or informational program for every regularly scheduled meeting.

- E. EMERGENCY AND FIELD OPERATIONS COMMITTEE - This committee has a twofold purpose. First, the committee shall formulate an emergency communication plan for the Club that will coordinate with already existing plans by various organization in the community, the county and the state. Second, the committee shall determine, and organize, the field activities in which the Club desires to participate, such as but not limited to, Field Day, helping the Middle School Club at the Poultry Festival, other emergency exercises, 2-meter net or round table, etc.
- F. RFI ADVISORY TEAM - The RFI TEAM shall develop a plan to use the skills and techniques necessary to advise Club members who may need help eliminating RF interference in their own or neighbor's TV, radio, telephone, intercom, or other electronic devices.
- G. LICENSE EXAMINER GROUP - This is a group of Instructors and Volunteer License Examiners who shall conduct license instruction programs and perform license examinations for Club MEMBERS, ASSOCIATE MEMBERS, and others wishing to become licensed Radio Amateurs.
- H. BIG SISTER AND BIG BROTHER PROGRAM - This program is meant to assist youth in the Ridge Area, to reinforce their interest in Amateur Radio through association, example, training and encouragement to become members of the RIDGE AMATEUR RADIO CLUB.
- I. TECHNICAL COMMITTEE - The Technical Committee will be the custodian of any equipment that from time to time may be owned by the Club. This committee shall manage technical programs that are in the interest of the Membership. Examples are; 2-meter repeater, simple construction projects for those not having had that experience, and determining the easiest or least expensive equipment project for a newly licensed amateur to get on the air, etc.
- J. OUTREACH PROGRAM - This program is intended to reach out to area Amateurs to invite them to join our club via social, direct mailing and other methods of community outreach.

## **8. QUORUM**

At any meeting of the Membership a quorum shall consist of the presence (in person or by proxy) of 15% of the MEMBERS in good standing, unless otherwise stipulated in the Constitution or these By-laws in regards to specific actions. The affirmative vote of a majority of the MEMBERS present or represented by proxy shall be necessary to approve any action, resolution, or election.

## **9. VOTING RIGHTS**

Only MEMBERS shall have the right to vote on any business put before the Club.

## **10. AMENDMENTS**

These By-laws may be amended by a two-thirds vote of the total MEMBERS. Proposals for amendments shall be submitted in writing at a regular meeting and shall be voted on at the next regular meeting, providing all MEMBERS have been notified by mail (EMAIL OR POSTAL) of the intent to amend the By-laws at said meeting.

## **11. DISSOLUTION**

In case of dissolution of the Club, no MEMBER or ASSOCIATE MEMBER or group thereof will receive any benefit from its assets; all assets will be donated to the ARRL Foundation, Newington, Connecticut.