

CONSTITUTION OF THE LAKE COUNTY AMATEUR RADIO CLUB

PREAMBLE: Wishing to secure for ourselves the pleasures and benefits of the association of persons commonly interested in Amateur Radio, we constitute ourselves the Lake County Amateur Radio Club, Inc. 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 so conduct club programs and activities as to advance the general interest in and welfare of amateur radio in the community.

ARTICLE I

MEMBERSHIP:

All persons interested in amateur radio communication, between amateur radio stations solely with a personal aim and without pecuniary interest, shall be eligible for membership. Membership should be by application and such terms as the club shall by its By-Laws provide.

ARTICLE II

OFFICERS:

Sec. 1 - The officers of this club shall be: President, Vice- President, Secretary, and Treasurer.

Sec. 2 - The officers of this club shall be elected for a term of one year by ballot of the full members present, provided there be quorum, at the meeting on the second Friday in November.

Sec. 3 - Vacancies occurring between elections must be filled by special appointment at the first regular meeting following release, withdrawal or resignation, by the Board of Directors.

Sec. 4 - Officers and Directors may be removed by a three-fourths vote of the full members present at a regular scheduled meeting.

Sec. 5 - The President with membership approval, shall appoint not less than five (5) Directors.

Sec. 6 - Each officer shall be an active, licensed amateur in good standing and a full member of the Lake County Amateur Radio Club for not less than one year.

ARTICLE III

DUTIES OF OFFICERS:

Sec. 1 - The President shall preside at all meetings of this club, and conduct the same according to the rules adopted. He shall enforce due observance of this Constitution and By-Laws; decide all questions of order; sign all official documents that are adopted by the Club and none other, and perform all customary duties pertaining to the office of President.

Sec. 2 - The Vice-President shall assume all the duties of the president in the absence of the latter. The Vice-President will serve as Program Director.

Sec. 3 - The Secretary shall keep a written record of the proceedings of all meetings, keep a roll of members, submit applications for membership, carry on all correspondence and read communications at each meeting. He shall at the expiration of his term turn all items belonging to the Club to his successor.

Sec. 4 - The Treasurer shall receive and receipt for all monies paid to the Club: he shall keep an accurate account of all monies received and expended. He shall prepare an annual report for the preceding year and a proposed operating budget for the coming year. The annual report will be available to the Club upon request. The budget will presented at the January Board meeting. He shall pay no bills without proper authorization

(authorization will be from the officers and directors who will constitute a finance committee). All bills received will be reviewed and or paid at every directors meeting. He shall, within twenty-four (24) hours, deposit all monies paid to the Club in the Lake County Amateur Radio Club account. At the end of each quarter he shall submit an itemized statement of disbursements and receipts to the Club. At the end of his term he shall be responsible for effecting the change of signature cards on all Club accounts. He shall, at the expiration of his term, turn over everything in his possession belonging to the Club to his successor.

Sec. 5 - All officers and directors shall organize Club member activities, plan and recommend contests for operating benefit, and advance Club interest and activity as approved by the Club. They shall maintain close liaison with the ARRL Emergency Coordinator or SEC to further Club participation in the ARRL Amateur Radio Emergency Service. They shall encourage new stations in reporting activities to the Club; all these things to make the reputation of the Club and amateur radio activities in the community as outstanding as possible. They may appoint committees or assistants to aid them in specific branches of activity

ARTICLE IV

DIRECTORS:

Sec. 1 - The Board of Directors shall consist of the officers and of not less than five (5) approved/appointed directors.

Sec. 2 - Each Director shall be an active, licensed amateur in good standing and a full member of the Lake County Amateur Radio Club for not less than one year.

Sec. 3 - All Directors shall enter upon their official duties upon appointment/approval of the President and full members and shall serve a term of one (1) year or until their successors shall be duly appointed/approved.

Sec. 4 - Upon conclusion of an immediate past President's administrative year he automatically becomes, if he is an active full member in good standing, a member of the Board of Directors for the following year.

ARTICLE V

DUTIES OF THE BOARD OF DIRECTORS:

Sec. 1 - To determine the policies and activities of the Club.

Sec. 2 - To approve all disbursements of any budget and or bills. The Board will function as a finance committee to which the treasurer will report.

Sec. 3 - To take counsel with other committees.

Sec. 4 - To have general management of the Club.

Sec. 5 - To meet every month on Tuesday preceding the regular Club meeting, or at the call of the president, without fail, and conduct the Club's business.

Sec. 6 - To make policy recommendations that will be brought before the full membership for approval.

Sec. 7 - The Board of Directors will head all committees for the Club functions and activities, seek and appoint chairmen for their various functions and who will personally contact those members to be involved.

Sec. 8 - A quorum of the Board of Directors shall consist of a simple majority except as otherwise specified in this Constitution or it's By-Laws.

ARTICLE VI

MEETINGS:

The By-Laws shall provide for regular and special meetings. At meetings, a minimum of one-third of the full membership shall constitute a quorum for the transaction of business. A simple majority of those full members attending will carry a motion.

ARTICLE VII

DUES:

The Club, a quorum being present, by majority vote at any regular meeting, may levy upon the membership such dues or assessments as shall be deemed necessary for the business of the organization within its objectives as set forth in the preamble. Non-payment of such dues or assessments shall be cause for expulsion from the Club within the discretion of the membership.

ARTICLE VIII

MEMBERSHIP ASSISTANCE:

This Club shall make appropriate recommendations to minimize interference in operation between stations of its members; it shall formulate adequate plans for disposition of any cases of interference other radio services where reported as caused by any amateur station operation in the area of Club jurisdiction. The Club will provide technical advise 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.

ARTICLE IX

CLUB REPEATERS:

The LCARC repeaters will be used strictly in accordance with prevailing FCC, ARRL and LCARC rules consistent with good amateur practices which include control and monitoring by the maintenance committee. The LCARC repeaters shall be available at all times to the Emergency Coordinator and his assistants to provide both RACES and ARES services to the community at large. At no time will separate funding for the LCARC repeaters be allowed unless in the form of private unsolicited donations. The LCARC shall not separate the repeaters from any dues paying member. The Club is defined as the owner of the repeaters and will maintain their technical capabilities through the appointment of a maintenance committee. The maintenance committee shall have access to the repeaters at all times in the event of failure to equipment, however in the event a repeater is to be shut down, the membership shall be notified in advance unless such notification in advance is not possible. The maintenance committee can be reappointed yearly with the voting membership approval. The LCARC repeaters shall remain open to all, whether members of the LCARC or not, subject to change only by the voting membership. Changes in repeater sites, antennas and or functions of the repeaters and any and all other matters pertaining to their purpose shall be voted on by the membership. The spirit and intent of the LCARC repeaters shall forever remain in the Public Interest. The LCARC shall have the right, after open discussion and voting, to admonish in whatever manner it deems reasonable, any person found to be violating established rules of order or good operating practices. This article shall be reviewed periodically in order to maintain consistency with changing policies and practices.

ARTICLE X

AMENDMENTS:

This constitution may be amended by a two-thirds vote of ballots returned. Proposals for amendments shall be submitted in writing at a regular Club meeting. These proposals will be published in the next edition of the Clubs newsletter along with a ballot to be used for voting on the proposals. At least thirty (30) days will be allowed for the return of ballots. Results of the vote will be published in a following edition of the Club newsletter.

RULES:

Sec. 1 -Generally speaking, the President will abide by Robert's Rules of Order. However, when allowed by the membership, he may exercise and entertain motions and votes from the floor to be voted upon by the full members attending in order to effect timely and prudent decisions. This would not include major policy decisions or amendments to the constitution.

BYLAWS

1. **SECRETARY:** It shall be the duty of the Secretary to keep the constitution and by-laws of the Club and have the same with him at every meeting. He shall cause all amendments, changes and additions to be noted thereon and shall permit the same to be consulted by members upon request.
2. **MEMBERSHIP:** Full membership is open to licensed amateurs. Full membership includes all Club privileges as well as rights to hold a Club office and to vote for Club officers. Applications for membership shall be submitted at regular meetings.
3. **MEETINGS:** Regular meetings shall be held on the 2nd Friday of each calendar month at such place as the president shall order. Special meetings may be called by the president upon the written request of any five full Club members. Notices shall be sent to members concerning special meetings and the business to be transacted. Only such business as designated shall be transacted. Such notices shall be sent so that in the ordinary postal delivery they arrive not less than 24 hours before the meeting time.
4. **DUES:** A regular annual assessment due the January meeting of twenty five dollars (\$25.00) for a single full member. When more than one member of a family are amateur radio operators, all licensed amateurs in the family, husband, wife and children grades K-12 may become full members with a family membership of thirty dollars (\$30.00). . First time members joining the Club after June 30 will be assessed one half of an annual membership fee. Short Skip and use of the Club's autopatch will be suspended to any member not paying their dues by the March meeting. These assessments are in accordance with the provisions of Article VII of the constitution for purpose of providing funds for current expenses.
5. **PUBLIC RELATIONS:** Individual members may not speak for the Lake County Amateur Radio Club in any matters public that may affect the good standing of the Lake County Amateur Radio Club without first consulting with the Board of Directors, who may at their discretion, appoint a committee to entertain any and all requests for public relations.
6. **PROGRAMS:** Programs after the regular business meeting will be conducted when prudent. Programs may be drawn from the membership and should pertain to matters directly affecting amateur radio.
7. **ELECTIONS:** Elections of officers will begin by nominations from the floor in the month of October at the regular scheduled meeting. Ballots will be handed to all full members by the Secretary at the November meeting. Absentee ballots will be made available upon request. The term of office will begin January 1 and end December 31.
8. **SHORT SKIP:** The Editor of Short Skip shall effect the timely distribution of the Club paper and be responsible for it's content. He shall not publish matters of a controversial or political nature without first consulting the Board of Directors.
9. **DEATH BENEFIT:** Upon the death of a full member, the Club will provide a suitable floral presentation at said members funeral on behalf of the Lake County Amateur Radio Club.
10. **RESIDENT AGENT AND W9LJ TRUSTEE:** The Resident Agent and W9LJ trustee shall be one in the same and be appointed by the President. He shall hold the Lake County Amateur Radio Club call W9LJ in good faith and permit or authorize Club members to use the Club call, with permission from the Board of Directors, at activities or functions. The use of the Club call W9LJ shall conform with Lake County Amateur Radio Club, FCC and ARRL guidelines. He shall make known his permanent mailing address to the Indiana Secretary of State in order to facilitate the timely submission of documents and or any other legal entity so entitled. He shall not use the Club call W9LJ for his personal use at any time without authorization from the Board of Directors. He shall be a permanent resident of Indiana, and a full member in good standing of the Lake County Amateur Radio Club. Upon request from the Lake County Amateur Radio Club President, he shall relinquish all title to Resident Agent and Trustee, and return the W9LJ Club license to the President.

11. **REPEATER TRUSTEE:** Trustee for the Lake County Amateur Radio Club repeaters shall be a permanent resident of Indiana, appointed by the President, and a full member in good standing of the Lake County Amateur Radio Club. He shall be responsible for the proper use of said repeaters. Upon request from the Lake County Amateur Radio Club President, he shall relinquish all title to the trusteeship and return all necessary documents to the Lake County Amateur Radio Club, including the repeater licenses.
12. **BOARD OF DIRECTORS:** The Board of Directors will submit necessary legal documents to whatever agency in order not to jeopardize the corporate charter or the not-for-profit status of the Lake County Amateur Radio Club.
13. **SIGNATURE CARDS:** The President's, Vice-President's Treasurer's and Secretary's names will appear on the signature cards. In the absence of the treasurer, any one of the other three officers may sign checks drawn on the Clubs checking account.
14. **AUDIT COMMITTEE:** The President shall appoint with membership approval, an audit committee, consisting of not less than three full members in good standing. This committee shall submit a report at the meeting in February of their review of the previous year's books.
15. **HONORARY MEMBERSHIP:** The Board of Directors may nominate a person who has been a member of the Club for five (5) consecutive years and who has distinguished themselves by service to the Club and to amateur radio. A majority vote of members present a regular club meeting will confirm the nomination. Honorary members will be full members but will not be assessed dues.

This copy of the Constitution was copied from the original which is in the possession of Nick Cominos, WN9R. It includes changes suggested by the Board of Directors June 6, 1995 and approved by a mail in ballot, of the membership, August 10, 1995. This copy also includes changes suggested by the Board of Directors September 9, 2002 and approved by a mail in ballot, of the membership, October 11, 2002. At the regular membership meeting in October of 2007 a motion was presented and passed by majority vote of the members present to increase dues and change the membership structure.

James W. Harney Sr. KF9EX