



that are adopted by the club, and perform all other customary duties pertaining to the office of president. In his/her absence, chain of command shall prevail.

**Sec. 2** - The Vice-President shall assume and discharge the duties of the President during the absence or disability of the President, or when called upon by the President.

The Vice-President shall be the chief officer charged with coordinating community programs, recreational programs, social programs, and publicity.

**Sec. 3** - The secretary shall assume and discharge the duties of the Vice-President during the absence or disability of the Vice-President, or when called upon by the Vice-President.

The Secretary shall keep a record of the proceedings of all meetings, keep a roll of members, record applications for membership, carry on all correspondence, read communications at each meeting, and mail written meeting notices to each member. 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 for all Moneys paid to the club; he/she shall keep an accurate account of all the moneys received and expended. He/she shall pay no bills without proper authorization (by the club or its officers constituting a business committee). At the end of each quarter he/she shall submit an itemized statement of disbursements and receipts. 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 organize club member activities, plan and recommend contests for operating benefit, and advance club interest and activity as approved by the executive committee. They shall maintain close liaison with the ARRL Emergency Coordinator or SEC to further club participation in Amateur Radio Public Service Corps. They shall encourage new stations in reporting activities to the club (bulletin) and to the elected Section Communications Manager of the ARRL; all those things to make the reputation of the club and amateur radio activities in the community as outstanding as possible. They may appoint traffic committees or assistants to aid them in specific branches of activity.

**Sec. 6** - Any two (2) offices, except those of the President and the Vice-President, may be held by the same person.

**MEETINGS:** **ARTICLE IV**

**Sec. 1** - The by-laws shall provide for regular and special meetings. At meetings, a minimum of one-third of the membership shall constitute a quorum for the transaction of business.

**DUES: ARTICLE V**

The club, by majority vote of those present at any regular meeting, may levy upon the general membership such dues or assessments as shall be deemed necessary for the business of the organization within its objects as set forth in the preamble. Non-payment of such dues or assessments shall be cause for expulsion from the club within the descretion of the membership. The above provisions subject to approval by a majority vote of the membership.

**AMENDMENTS: ARTICLE VI**

This constitution or the By-laws may be amended by a two-thirds vote of the total membership. Proposals for amendments shall be submitted in writing at a regular meeting and shall be voted on at the next following regular meeting, provided all members have been notified by mail of the intent to amend the constitution and/or By-laws at said meeting.

**RULES: ARTICLE VII**

Robert's Rules of Order shall guide proceedings.

**Signed:**

**N8FPX, NORM KELBLEY**

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President

**KB8BLF, JIM WIHEBRINK**

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Vice-President

**KC8FF, BETTY SCHOLTZ**

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Secretary

**KC8FF, BETTY SCHOLTZ**

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Treasurer

Approved, by membership vote, 24 May 1993