

# **PRAIRIE HILLS HAM RADIO ASSOCIATION CONSTITUTION**

## **ARTICLE I**

**NAME:** The name of the organization shall be the PRAIRIE HILLS HAM RADIO ASSOCIATION, referred to in this document as "the association".

## **ARTICLE II**

**LOCATION:** The primary location of the PRAIRIE HILLS HAM RADIO ASSOCIATION shall be the counties of Mountrail, Burke, Divide, Eastern Williams, McKenzie & Western Ward Counties in the state of North Dakota. The initial mailing / shipping address shall be PO Box 172; 521 3<sup>rd</sup> St. SW; Stanley, North Dakota USA 58784.

## **ARTICLE III**

**OBJECTIVES AND PURPOSE:** The objectives and purpose of the association shall be:

1. To provide an organization for those persons interested in amateur radio transmission, reception and experimentation. To encourage participation in the RACES, ARES, and SKYWARN activities, especially, to maintain interest in and to organize amateur radio operations in public service and emergency communications.
2. To operate classes among members and others in the community interested in radio communication for the purpose of:
  - A. Training persons interested in becoming licensed amateur radio operators.
  - B. Training radio operators in the act of emergency communications.
  - C. Training radio operators in the art of the transmission of radio messages.
  - D. Training radio operators in the art of radio operation proficiency.
  - E. Training persons interested in becoming SKYWARN Severe Weather Spotters, through The National Weather Service's SKYWARN training program.
3. To operate and maintain a maintenance shop for the maintenance of equipment and the training of technicians and thus encouraging the group participation in group projects.
4. To encourage the group participation in activities relating to general radio communications, public service radio communications, and emergency amateur radio communications.
5. To own and operate an amateur radio station for the benefit of the members and other persons interested in amateur radio and further the purposes of conducting experiments and research relative to radio transmission and to operate said radio station, by members of the association, as desired, especially during amateur radio special events, community public service events and times of emergency for emergency communications.
6. To promote the highest standards in the transmission and reception of radio communication and to carry out study and distribute information and material relative to same and maintain a library therefore.
7. To own, operate, and maintain VHF and UHF repeater stations.

## ARTICLE IV

**DURATION:** The association shall have perpetual succession and can only be disbanded by a unanimous vote of active association members.

## ARTICLE V

### OFFICERS, APPOINTEES, AND DIRECTORS:

1. The OFFICERS of the association shall be five (5) in number and shall consist of a President, a Vice-President, a Secretary, a Treasurer, and an Officer-at-Large. Such other officers, as may be felt necessary, may be provided as set forth in the bylaws of the association. Such officers shall be elected every four (4) years, taking place in the month of June, on United States Presidential Election Years. Said elections shall be under the direction and control of the Board of Directors. The officers shall be elected by the general membership. All active Full, Life, and Sustaining Members shall be eligible to run for office. All active members shall have the right to vote in said election. Installation of newly elected officers shall take place at the July association meeting, following the elections.
2. There shall be the following association appointees: the Station / Association License Trustee, the Station Technicians, the Public Information Officer, the Association Website Webmaster, and the Association Newsletter Editor.
  - A. The Station / Association License Trustee shall be the member with the longest held and highest class of license, in the following order from highest to lowest:
    - a. Amateur Extra with CW
    - b. Advanced
    - c. No Code Amateur Extra
    - d. General with CW
    - e. No Code General
    - f. Technician with CW
    - g. No Code Technician

The Station / Association License Trustee shall be the Chairman of The Board of Directors & association Chief Executive Officer "CEO". This is the only position that is not bound by the 4 years term limit. The Station / Association License Trustee is a permanent position that only changes if the current Station / Association License Trustee resigns or is no longer able to carry out their duties, or if a new member that has an equal or higher class of license and has been licensed longer applies for the position.

- B. Association members interested in becoming an appointee, other than The Station / Association License Trustee, shall submit a short one (1) page letter of application, describing qualifications for the desired position. Applicants shall be interviewed by the elected officers. The elected officers shall then appoint the best qualified applicant.
- C. Should there not be any applicants for an appointee position, the position shall be filled by a current officer or appointee.
- D. Terms of association appointees shall also be for four (4) years and shall trail the elected officers by 3 months. Association appointees shall be installed at the October association meeting, following the association officer elections.

3. Any one person may hold more than one of the above offices or appointments with the exception of one (1) person holding both offices of President and Vice-President.

4. There shall be a Board of Directors of the association.

A. The Board of Directors shall include the following elected officers:

- a. President
- b. Vice-President
- c. Secretary
- d. Treasurer
- e. Officer-at-Large

B. The Board of Directors shall include the following association appointees:

- a. Station / Association License Trustee – Chairman of The Board – CEO
- b. Association Technicians
- c. Public Information Officer
- d. Association Website Webmaster
- e. Association Newsletter Editor

C. Should any director become unable to fulfill their duties, a replacement shall be appointed by the remaining members of the board, from among the current active members of the association.

D. The following shall be the first elected officers, appointees and directors of the association. These elected officers terms shall expire in 2016. The appointed positions may be filled at a later time should qualified persons become available.

President, CEO, Station / Association License Trustee,  
Public Information Officer, Webmaster, Newsletter Editor, Chairman Director  
James E. "Jim" Aho / KBØCIR  
PO Box 172  
521 3<sup>rd</sup> St. SW  
Stanley, ND 58784

Vice-President, Director  
John D. Murphy Jr. / KCØJPO  
Hwy 37 South  
Parshall, ND 58770

Secretary, Director  
Joseph A. "Joe" Aho / KBØFKT  
306 6<sup>th</sup> Ave. SE  
Stanley, ND 58784

Treasurer, Director  
Patricia A. "Pat" Aho / KBØFJM  
PO Box 172  
521 3<sup>rd</sup> St. SW  
Stanley, ND 58784

Officer-at-Large, Director  
Kristal L. Aho / KCØBET  
PO Box 172  
521 3<sup>rd</sup> St. SW  
Stanley, ND 58784

## ARTICLE VI

**1. MEMBERSHIP:** There shall be 6 classes of membership of the association: Charter, Youth, Full, Life, Associate and Sustaining.

**A. CHARTER MEMBERSHIP:** is bestowed to the founding members of the PRAIRIE HILLS HAM RADIO ASSOCIATION on the date of organization.

CHARTER MEMBERS: James E. "Jim" Aho / KBØCIR  
Patricia A. "Pat" Aho / KBØFJM  
Joseph A. "Joe" Aho / KBØFKT  
Kristal L. Aho / KCØBET  
John D. Murphy Jr. / KCØJPO

**B. YOUTH MEMBERSHIP:** is bestowed to qualified persons, under the age of 18, that join the association by following the membership guidelines as set forth in the association bylaws. This class of membership gives the member all rights, privileges, and duties of the association.

**C. FULL MEMBERSHIP:** is bestowed to qualified persons, age 18 or older, that join the association by following the membership guidelines as set forth in the association bylaws. This class of membership gives the member all rights, privileges, and duties of the association.

**D. LIFE MEMBERSHIP:** is bestowed to qualified persons that join the association by following the membership guidelines as set forth in the association bylaws. This class of membership gives the member all rights, privileges, and duties of the association. This Membership shall be for the lifetime of the member or for so long as the association exists, whichever terminates first.

**E. ASSOCIATE MEMBERSHIP:** is bestowed to qualified persons that join the association by following the membership guidelines as set forth in the association bylaws. This class of membership gives the member limited rights, privileges, and duties of the association, as set forth in the association bylaws.

**F. SUSTAINING MEMBERSHIP:** is bestowed to qualified persons that have been, and continue to be a Youth &/or Full Member for at least 25 continuous years. Sustaining Membership is bestowed to those association members that have continuously supported the association for 25 years and more.

**2. TERMINATION OF MEMBERSHIP:** A member may be expelled, from time to time, as set forth in the association bylaws.

## ARTICLE VII

**MEETINGS:** The Board of Directors shall meet at such time as may, by them, be determined to be in the best interest of the association, but not less than once a year in the month of August. Regular meetings of the association shall be held at such times and places as may be determined, in accordance with the by-laws of the association. Members of the association shall meet at least once every three (3) months. Special meetings may be called by the President or CEO and shall be called, by said President or CEO, on written request of twenty-five percent (25%) of the active members, filed with the Secretary within fourteen (14) days of such request. A call for a special meeting shall state the business of such meeting and no business expect that business stated in the call, shall be transacted at the special meeting.

## ARTICLE VIII

**QUORUM:** For the purpose of any meeting of Directors, a quorum shall be not less than a fifty-one percent (51%) majority of the Directors then holding office. For the purpose of any meeting of the members of the association, a quorum shall be not less than a fifty-one percent (51%) majority of the active membership at any duly called meeting of the association.

## ARTICLE IX

**BYLAWS:** The bylaws of the association may be adopted by the petitioners and said bylaws may be changed or amended by the affirmative vote of two-thirds of the members of the association present at any meeting, duly called and held for that purpose, provided that a copy of the same has been sent to each member by the Secretary, ten (10) days in advance of the meeting, at which final action is to be taken.

## ARTICLE X

**ASSOCIATION PROPERTY:** The association shall have the ability to acquire by grant, gift, purchase, assignment, devise of bequest, or loan of property, subject to such limitations as may be prescribed by law.

1. **LOANED PROPERTY:** Any association property that is on loan from an association member, shall remain the property of the member.
  - A. A written contract shall be issued upon receipt of the item designating what is being loaned to the association, the name & call sign of the loaner, the contact information of the loaner, and the date of the loan. This contract shall be in triplet with a copy for the loaner, the Association Station Trustee, and the Association Secretary.
  - B. The Association Station Trustee and the Association Secretary must maintain a record of all property that has been loaned to the association, including a full description of the item; the name and call sign of the loaner; the contact information of the loaner; and the date of the loan.
  - C. Loaned items must be returned to the loaner, upon request of the loaner or if the association no longer has a use for said item.
  - D. A label must be affixed to the property stating:  
"Property of (*Name/Call of Loaner*) on loan to the PHHRA / (*Association Call Sign*)"

