

Constitution and By-Laws
of the
KITTTITAS COUNTY AMATEUR RADIO CLUB

Kittitas County, Washington
July 10, 2021

Constitution

PREAMBLE

We, the members of the KITTTITAS COUNTY AMATEUR RADIO CLUB, endeavoring to promote Amateur Radio in Kittitas County and surrounding Counties for individual and public use, do hereby ordain and establish this Constitution. This endeavor shall include fostering cooperation among its members; developing individual proficiency; furthering the interest of radio in the general community; and providing emergency communications when called upon by proper civil, federal, or military authority. This also includes testing for public safety, fostering local, national or international sports competition, and other public service. The organization is organized exclusively for charitable, educational, scientific, and public safety purposes relating to amateur radio in our community and state.

Article I – TITLE

The Organization shall be known as the Kittitas County Amateur Radio Club. The Club shall be identified as such, or by its initials, KCARC. The club may be assigned call sign(s) by the Federal Communications Commission, and the club will also be recognized by those call signs.

Article II – MEMBERSHIP

All persons interested in amateur radio shall be eligible for membership. Membership shall be by application upon such terms as the Club shall, by its By-laws, provide.

Article III – OFFICERS

Section 1: The officers of this Club shall be the President, Vice President, Secretary, Treasurer and Chief Technology Officer. These officers will also constitute the Board of Directors of the Club and must be residents of Kittitas County.

Section 2: The officers of this Club shall be elected for a term of one (1) year by a ballot of the majority of the voting members present. An individual may not hold the same office for more than two terms and may not serve more than three consecutive terms as an officer. Since the club formation is not happening at the beginning of the year, the first slate of officers will complete this year 2021 and then serve the full term of the following year 2022 and the first regular elections will be held as follows. President, Vice President, Secretary, Treasurer and Chief Technology Officer will be nominated at the regular November meeting, elected at the regular December meeting, and assume the duties and responsibilities of their respective offices in January at the first regular monthly meeting of the new year.

Section 3: Vacancies occurring between elections must be filled by special ballot at the first regular meeting following the meeting at which the withdrawal or resignation is announced with the exception

of the President, whose position will automatically be filled by the Vice President, and a new Vice-President will be elected. Election shall be by a ballot of the majority of the voting members present.

Section 4: Officers may be removed on a motion by a majority vote of the total voting membership. Proposals for removal shall be submitted in writing by five (5) Full Members at a regular meeting, to be voted upon at the next regular meeting.

Article IV – DUTIES OF OFFICERS

Section 1: The President shall preside at all meetings of this Club and conduct the same according to the rules adopted. The President 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 the President. The President shall also have authority to make appointments of members to specific positions as necessary for the needs of the Club, other than those offices specifically enumerated.

Section 2: The Vice President shall assume all the duties of the President during the President's absence. . He/she shall maintain close liaison with the ARRL's local ARES ® Emergency Coordinator to further club participation in the Amateur Radio Emergency Service. ®

Section 3: The Secretary shall keep the Constitution and By-Laws of the Kittitas County Amateur Radio Club and have the same for inspection at every regular meeting. The Secretary shall cause all amendments, changes, and additions to be added therein per Article VII, and shall permit the Constitution and By-Laws to be reviewed by any member upon request. The Secretary shall keep a record of the proceedings of all meetings, handle such correspondence as may be necessary for the business of the Club, and read communications at each meeting. The Secretary shall also keep and maintain the Club's library material and allow those items to be checked out to Club members in good standing. The Secretary shall, at the expiration of the current term of office, turn over everything belonging to the Club to the newly elected Secretary.

Section 4: The Treasurer shall keep records of the Club's finances, membership, and equipment assets. At each monthly meeting the Treasurer shall submit a report, and upon request, an itemized statement of disbursements and receipts. The Treasurer shall accept and record applications for membership and membership renewals to the Club and shall maintain a current list of members. The Treasurer shall also be responsible for making such tax and corporate reports as may be required of the Club by state and federal laws.

Section 5: Vacancies occurring between elections shall be filled at the first regular meeting after the vacancy occurs, as described in Article 3, Section II above, by a majority vote of the voting members present.

ARTICLE V – STANDING COMMITTEES

Section 1: There shall be a standing Technology Advisory Committee, consisting of the Chief Technology Officer, Chairperson of the Committee, and up to four (4) additional members, each of whom shall have been a Full Member in good standing for a period of least one year, and at least one member must be a technical employee of KITTCOM. All members of the Technology Advisory Committee must have a background check and be approved by KITTCOM, However in order to have any access to the repeater sites and equipment they must be accompanied by a KITTCOM technician and KITTCOM has agreed to allow its technical staff to provide this service on their own time and such time will not be compensated by KITTCOM.

Section 2: There shall be a standing Emergency Preparedness Committee, known as the Kittitas County Auxiliary Communications Service (KCACS), consisting of the County RACES officer and all members of the RACES group that have been properly vetted and background checked by the Kittitas County Sheriff and shall be appropriately badged by the County Emergency Management Office.

Section 3: There shall be a standing Activities and Membership Committee, the Chairperson for this committee will be appointed by the President. This committee will be in charge of all Club activities and be responsible for building community relations and membership. The Committee Chairperson will approve and select members for this committee.

Section 4: Members of Standing Committees may be removed by a majority vote of the total voting membership. Proposals for removal shall be submitted in writing by five (5) Full Members at a regular meeting, to be voted upon at the next regular meeting.

ARTICLE VI – DUES

The Kittitas County Amateur Radio Club, by majority vote of those voting members present at any regular meeting, may levy upon the general membership such dues and assessments as shall be deemed necessary for the business of the organization. Dues shall be split into two (2) categories, General Fund and Technology Fund, equally. Non-payment of such dues shall be cause for expulsion from the Club, except where specifically exempted by a majority of the voting membership present at a regular meeting.

ARTICLE VII – AMENDMENTS

Any proposed amendment, change, or addition to this Constitution or By-Laws must be presented in writing by a voting member at a regular meeting. Such proposed amendment, change, or addition must be published in the next newsletter or by special mailing, prior to the next regular meeting. Instructions shall also be published giving instructions for voting by proxy for members unable to attend. It shall be voted on at the next regular meeting and must be approved by two-thirds (2/3) of the voting membership present, including written proxy votes or votes communicated by radio or electronic means by those regular members unable to attend.

ARTICLE VIII – DISSOLUTION

Section 1: Upon the dissolution of the organization, the Board shall, after paying or making provisions for the payment of all the liabilities of the organization, dispose of all the assets of the organization exclusively for the purposes of the organization in such manner, or to such organization or

organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify.

Addendum (Dec 2, 2023):

The original name of Kittitas County Amateur Radio Communication Service, a.k.a. KCARCS, was changed on December 2, 2023 by unanimous vote of all present, to Kittitas County Amateur Radio Club, a.k.a. KCARC.