

ST. MARY'S COUNTY AMATEUR RADIO  
ASSOCIATION

CONSTITUTION & BY-LAWS

ARTICLE I. NAME

This Organization shall be known as the St. Mary's County Amateur Radio Association, a non-profit association hereinafter referred to as the Association.

ARTICLE II. OBJECTIVES

The objectives for which this Association is organized are:

1. To render service to the General Public and Governmental Agencies during impending severe weather, as well as to assist in disaster relief operations and other community functions as required.
2. To unite the amateur radio operators of this area for the purpose of exerting effectively a combined influence in matters concerning amateur radio operation.
3. To promote good operating procedures and the exchange of technical information and assistance.
4. To stimulate adherence to a code of ethics, both written and understood.
5. To promote good will and fellowship among the members.
6. To further the art of electronics and encourage prospective members to participate in the purposes of the Association.

### ARTICLE III. MEMBERSHIP

Section 1. Eligibility for membership in the Association is set forth as follows:

Any person is eligible for FULL MEMBERSHIP provided that:

- A. They hold a valid Amateur Radio Operator Station License, and
- B. They indicate a desire to become a member.

Any person who was included in the original organization of this Association will be considered as a CHARTER MEMBER.

Section 2. To become a member of the Association, a person who is eligible must furnish their name, mailing address, call sign, contact information, to the Secretary and annual dues to the Treasurer.

Section 3. Honorary Membership may be bestowed on any person by a majority vote of the members present at any regular or special meeting. Honorary Members will not have voting privileges.

Section 4. Eligible persons residing in the same household may be granted full membership privileges by payment of \$1.00 provided that one member of the household has paid full annual dues. All members of the same household shall have the same anniversary date.

Section 5. Persons attending a club-sponsored class, and after obtaining their amateur radio license, will be granted status as an associate member in the club for a period of one year. Associate members will not have voting privileges, but will have the option for full membership by paying dues as outlined in Section 2.

### ARTICLE IV. MEMBERSHIP PLEDGE

Each member shall pledge themselves to adhere to the best of his or her ability to:

- A. All applicable FCC Rules and Regulations
- B. The requirements of this Constitution
- C. The By-Laws
- D. The Code of Ethics adopted by the Association

### ARTICLE V. VOTING PRIVILEGES

All full members shall have full voting privileges providing they are not delinquent in their dues and assessments.

ARTICLE VI. EXPULSION

Members of the Association may be expelled in accordance with such procedures as may be established in the by-laws for violation of this constitution, violation of the code of ethics of the Association, or for other conduct which would tend to cause discredit to fall upon the Association or upon amateur radio as a whole.

ARTICLE VII. RESIGNATIONS

Any member has the prerogative of resignation from membership in the Association and any resignation will be recognized and accepted when submitted to the Secretary in writing.

ARTICLE VIII. GOVERNMENT

The government of the Association shall be vested in the Officers of the Association. The Officers of the Association shall be the President, Vice President, Secretary, and Treasurer.

ARTICLE IX. MEETINGS

Section 1. Regular meetings shall be held as determined in the by-laws. A Quorum shall consist of 20% of the voting membership of the Association. This figure shall not include any Association Officers, of which at least two (2) must be in attendance.

Section 2. Special meetings may be called for any purpose by any Officer of the Association who shall preside over the meeting. A Quorum shall consist of 20% of the voting membership of the Association. This figure shall not include any Association Officers, of which at least two (2) must be in attendance.

ARTICLE X. AMENDMENTS

This constitution may be amended in the following manner:

- A. Any proposed amendment shall be first presented at any regular or special meeting for approval.
- B. Proposed amendments approved by a majority vote of the voting members present at any regular or special meeting will be submitted to the entire voting membership for a vote to adopt or disapprove the proposal.
- C. The Secretary will provide proposed amendments in the form of a voting ballot to the entire voting membership.
- D. Ballots may be mailed, or otherwise delivered to the Secretary prior to the next regularly scheduled meeting.
- E. A two-thirds majority vote of the responding Association membership shall be required for approval of the proposed amendment.
- F. If approved, the proposed amendment becomes effective immediately.

ARTICLE XI. CLUB OWNERSHIP RIGHTS

The Association shall have the privilege of owning Amateur Radio and associated equipment and the right to buy and sell in the Association name according to the provisions of the by-laws.

ARTICLE XII. CLUB STATION RIGHTS

The Association shall have the expressed right to establish and maintain a club station and to establish operating procedures within the privileges granted by the Federal Communications Commission.

ARTICLE XIII. REPEATER SPONSORSHIP

The Association, as one of its primary endeavors, shall sponsor and underwrite the construction and operational expenses of Amateur Radio Repeater(s), and will provide operational guidance, established goals, and qualified personnel to insure the Repeater's proper operation as per part 97 of the Amateur Regulations.

ARTICLE XIV. TRUSTEE

The position of Trustee shall be filled as determined by the by-laws.

## BY-LAWS OF THE ST. MARY'S COUNTY AMATEUR RADIO ASSOCIATION

### ARTICLE I. CERTIFICATION OF MEMBERS

Upon receipt of application for membership in the Association, along with the required dues and information, the Secretary shall furnish the member with certification of membership in the form of a membership card.

### ARTICLE II. OBLIGATIONS AND PRIVILEGES

Section 1. Association Obligation: It shall be the duty of each member to support the Association with his participation, attendance, time and money to the extent that they feel obligated to help make a success of the organization.

Section 2. Code of Ethics: Each member shall endeavor to abide by the Amateur Code of Ethics to the best of their ability.

Section 3. Privileges: All members are urged to enjoy all privileges of the Association as outlined herein and as offered during the existence of this Association.

### ARTICLE III. DUES AND ASSESSMENTS

Section 1. Full members are required to pay annual dues at the time of joining the Association and at the end of yearly intervals thereafter. Refer to Appendix A of this Constitution and By-Laws for the current dues assessments.

Section 2. The Treasurer will notify all members of their expiration dates and the date which they become delinquent.

Section 3. Any delinquent member may be reinstated at any time by paying their dues.

Section 4. Family members annual dues shall be an additional \$1.00 per person. Family members are those persons who reside in the same household as a full member and who meet the eligibility requirements as outlined in Article III of the constitution.. All members in the same household shall have the same anniversary date.

## ARTICLE IV.

### ELECTION OF OFFICERS

Section 1. On or about June 1st of each year, the Secretary shall notify all members of the Association that the annual election of Officers will be held at the regular meeting of the Association during the month of July.

Section 2. The term of office of any Officer of the Association shall be one calendar year, beginning August 1st and ending July 31st.

Section 3. Any Officer may succeed himself in office if elected with the exception of the President, who shall be limited to two (2) sequential terms.

Section 4. At the regular meeting in the month of July, the presiding Officer will accept nominations from the floor. An election will be held and the candidate for each office who receives the majority vote of the voting members present is elected. Secret ballot will be used.

Section 5. Nominees for office shall give their approval before becoming a candidate for office.

## ARTICLE V.

### DUTIES OF OFFICERS

The duties of the Officers shall be such as their titles by general usage would indicate.

The President shall preside at all meetings, is an ex-officio member of all committees, and is the spokesman for the Association at all official functions.

The Vice President's duties shall be to take over all the duties of the President in the absence of the President. He shall have all the authority of the President when acting in the Presidential capacity. He shall assist the President in all activities and purposes of the Association.

The Secretary shall as his duties keep an accurate account of each meeting and any other duty as provided for in these By-Laws. Minutes of each meeting shall be made available to the membership prior to the next regularly scheduled meeting. The Secretary will give an accounting of the Association members on request.

The Treasurer will keep an accurate financial record for the Association. He will be personally responsible for the funds entrusted to him and give an accounting to the Association on request.

All Officers will, upon the completion of their term of office, turn all properties belonging to the Association to their elected successors and assist the succeeding Officers to learn the necessary tasks required for good government of the Association.

## ARTICLE VI.

### TRUSTEES

The Trustee positions shall be filled by Robert G. Carter, W5BTC (Trustee for K3HKI) and Frederic T. Clarke, W4OKW (Trustee for K3NHN), until such time that they or the Association, by a majority vote at any regular meeting, determines that the office be filled otherwise.

## ARTICLE VII.

### DUTIES OF THE TRUSTEES

The trustees shall be charged with the responsibility of caring for the physical property of the Association as well as acting in the name of the Association in matters that may require official trustee action with the approval of the governing body.



## ARTICLE VIII.

### VACANCIES

Section 1. A vacancy in the office of President shall be assumed by the Vice President.

Section 2. A vacancy in the offices of Vice President, Secretary or Treasurer shall be filled by a majority vote of the voting members present at a regularly scheduled meeting or at a special meeting.

## ARTICLE IX.

### COMMITTEES

Section 1. An Executive Committee shall be established, as a standing committee. This committee shall consist of the President, Vice President, Secretary, Treasurer, and Trustees. Duties of this committee are to act for the Association under the provisions of this Constitution and Bylaws.

Section 2. Special or Standing Committees may be appointed by the Presiding Officer at regular or special meetings that may be necessary. These committees will function for the Association's advantage and will be terminated upon completion of the assigned tasks.

## ARTICLE X.

### MEETINGS

Section 1. Regular monthly meetings shall be held at time and place announced by the governing body. Notification of the membership will be by the best means available under the circumstances.

Section 2. Special meetings may be called as prescribed by the Constitution.

Section 3. Robert's Rules of Order, latest edition, shall be recognized as the authority of procedures governing any regular or special meeting, when not in conflict with the constitution and these by-laws.

Section 4. Refer to Section B of the Appendix of this Constitution and By-Laws for the current schedule of meeting locations and dates.

## ARTICLE XI.

## EXPULSION

A member may be expelled from membership in the Association in the following manner:

- A. Proposed expulsion of a member shall be openly discussed at a regular or special meeting and the reasons for expulsion explained. All voting members of the Association will be notified of this meeting.
- B. The Secretary shall notify the affected member at least seven days in advance of the next regularly scheduled meeting, at which time a vote of the members will be taken. A two-thirds majority vote of the membership present shall be necessary for expulsion.

## ARTICLE XII.

## CODE OF ETHICS

A code of ethics, modeled after the code of ethics of the American Radio Relay League Inc., shall be approved and adopted, and adhered to by the members of this Association. Refer to Section C of the Appendix of this Constitution and By-Laws for the text of the adopted code of ethics.

## ARTICLE XIII.

## OWNERSHIP AND TRANSFER OF PROPERTY

The Association may own property as provided in the Constitution. Any purchase or sale of Association property must have the approval of the majority of the voting members present at a regular or special meeting. This does not exclude the Trustees from making or authorizing others to make repairs to the station equipment or any Association owned property to keep said properties fully operational. The operating budget of the Trustee will be approved by two thirds of the voting membership present at any regular meeting.

ARTICLE XIV.

CONTROL STATIONS

To oversee the day-to-day operations of the Repeater(s) shall be the duty of the licensed control point operators as listed on the Repeater license(s). These Operators, each who shall also share the title of Director, shall meet, as a group, at least once a month to discuss Repeater operating policy, new construction or modifications, equipment needs and any other problems and one Director shall then report to the general membership of the Association at each regularly scheduled meeting of the Association.

Control Stations for the Association's equipment will follow guidance established by the Club station Trustee. The guiding information will be called the Standard Operating Procedures for Control Stations. Control Stations allowing error or violation to occur will be placed in probationary status. Control Stations with three or more documented errors or violations will be removed as a Control Station and will return all Association property to the Trustee.

ARTICLE XV.

USE OF ASSOCIATION OWNED EQUIPMENT BY  
TRANSIENT AMATEURS

Usage of Association equipment by transient persons possessing a valid amateur radio license is both welcomed and encouraged providing that all applicable Federal Communications Commission and Association Rules and Regulations are strictly adhered to.

ARTICLE XVI.

AMENDMENTS

These by-laws may be amended by a majority vote of the voting members present at any regular or special meeting of this Association.

DATE OF ADOPTION:

PRESIDENT:

VICE PRESIDENT:

SECRETARY:

TREASURER:

ST. MARY'S COUNTY AMATEUR RADIO ASSOCIATION

APPENDIX "A"

Current Dues Assessment Schedule:

Annual dues are \$20.00 and may be pro-rated by quarter (\$5 per quarter) for new members who join during the year, between normal dues collection months.

The Repeater(s) construction, maintenance and improvement costs are entirely funded from membership dues.

Membership application payment may be in the form of either cash or check with checks payable to the St. Mary's County Amateur Radio Association. Dues should be paid to the regularly scheduled association meeting in July

Date Approved:

ST. MARY'S COUNTY AMATEUR RADIO ASSOCIATION

APPENDIX "B"

Current Meeting Schedule and locations:

Meetings will normally be held on the Fourth Thursday of each month at 7:30 PM, Local time, at the Patuxent River Naval Air Museum, 22156 Three Notch Road, Lexington Park, Maryland 20653.

Date approved:

ST. MARY'S COUNTY AMATEUR RADIO ASSOCIATION

APPENDIX "C"

**The Radio Amateur is:**

**Considerate**...never knowingly operates in such a way as to lessen the pleasure of others.

**Loyal**...offers loyalty, encouragement, and support to other amateurs, local clubs, and the American Radio Relay League, through with Amateur Radio in the United States is represented nationally and internationally.

**Progressive**...with knowledge abreast of science, a well-built and efficient station, and operation above reproach.

**Friendly**...slow and patient operating when requested; friendly advice and counsel to the beginner; kindly assistance, cooperation, and consideration for the interests of others. These are the hallmarks of the amateur spirit.

**Balanced**...radio is an avocation, never interfering with duties owed to family, job, school, or community.

**Patriotic**...station and skill always ready for service to country and community.

Date Approved: