

84-0084 - NEW ROUTE 1

**CONSTITUTION
BY-LAWS
and
RULES of ORDER
of the
Susquehanna
Valley Amateur
Radio Club**

1945

Preamble

We, the undersigned, do declare ourselves an association for the furtherance of the amateur spirit in the art of Radio and allied fields, and for the enlarging of our general knowledge in the field; in the pursuit of which we will impart to novices any and all such information as they require.

Constitution

Article I

NAME

The association shall be known by the name of SUSQUEHANNA VALLEY AMATEUR RADIO CLUB.

Article II

OFFICERS

The officers of the association shall consist of the following: a President, a Vice-president, a Secretary-treasurer, an Assistant Secretary-treasurer, and a Board of Trustees consisting of four (4) members, at least one of which shall be a licensed amateur.

Article III

OFFICERS' DUTIES

Section 1. It shall be the duty of the President to preside at all meetings of the society, to enforce a due observance to the Constitution, By-laws and Rules of Order; to decide all questions of order,

offer for consideration all motions regularly made, apportion duties, call all special meetings, appoint all committees not otherwise provided for, and perform such other duties as his office may require. He shall make no motion or amendment, nor vote on any question or motion, unless the society be equally divided, when he shall give the casting vote.

Section 2. In the absence of the President, the Vice-president shall perform the duties of that officer, and shall be a member of the board of trustees.

Section 3. The Secretary-treasurer shall keep in a book, provided for the purpose, a record of the proceedings of the society; also a record of the name and residence of each member, showing when he was admitted, and when he died, resigned, was suspended, or expelled; keep a record of the subjects discussed and of all motions pertaining thereto, showing the names of persons making and seconding the motions, debates thereon, and the final decision of the society in a separate book, and shall have charge of all books, doc-

uments and papers belonging to the society. He shall notify all members as to the time, place and date of all special meetings and shall notify all members who have been absent from four (4) or more regular meetings as to the time, place and date of the next regular meeting. He shall, when acting under his office as treasurer, receive all moneys belonging to the society; keep an account of all dues and fees or assessments, and of all receipts and expenditures; notify and collect from each member his dues or assessments and provide membership cards for all members. He shall call the roll of officers at the opening of each meeting, and shall make a report on the state of the treasury at each meeting. He shall make no payments from the treasury unless so authorized by the society. All monies received by him shall be banked under the name of the society and all authorized disbursements from this fund shall be made by check signed by the President and counter-signed by the Secretary-treasurer. He shall assign to the assistant Secretary-treasurer such portion of these

duties as he deems necessary for the efficient operation of the office.

Section 4. The Assistant Secretary-treasurer shall assist the Secretary-treasurer in the conduct of his office and shall assume the duties of the office in the absence of the Secretary-treasurer.

Section 5. The Board of Trustees shall hold in trust all physical properties and titles thereto of the society and shall submit a quarterly report on these properties and assets to the organization.

Section 6. The President, Vice-president, and Secretary-treasurer shall comprise an investigating committee who will examine and inquire into the standing of all persons proposed for membership and report to the society on their acceptability. This report shall indicate only the committee's approval or disapproval for membership status, all other findings shall be confidential.

Section 7. The Secretary-treasurer and Board of Trustees shall present to, and read before the society, a complete report at the expiration of their terms of office.

Article IV ELECTION OF OFFICERS

Section 1. All elections for officers shall be held at the last regular meeting in January. The term of each shall commence at the meeting following his election. In case of a vacancy occurring in any office, the society shall nominate at the meeting immediately following the occurrence of the vacancy a group of at least three members to fill same. Election to take place at the meeting following the nomination which will be considered a special meeting, and of which all members will be duly notified in accordance with Article III, Section 3, par. 2.

Section 2. Nominations for office, other than those covered by Article IV, Section 1, sentence 3, shall be held at a regular meeting at least two (2) weeks, but not more than four (4) weeks, prior to the election.

Section 3. All elections of officers shall be by ballot which shall be prepared by the Secretary-treasurer in printed or mimeograph form listing the names

of all officers and nominees thereto. Under each shall be provided a blank space to allow the insertion of a name other than those shown on the ballot. Election shall be determined by a majority of the votes cast.

Article V

MEMBERSHIP

Section 1. Any member in good standing may propose a person for membership in the society at any regular meeting by giving his name, residence and occupation to the Secretary-treasurer who will read the proposed member's name and the sponsor's name to the society in the course of the regular order of business. This proposition will then be turned over to the investigating committee.

Section 2. The investigating committee shall make a report on the proposition at the next regular meeting. The society shall ballot on the proposed member at any regular meeting within a month after the investigating committee makes its report.

Section 3. A proposed member

will be elected by a majority of the votes cast except where the investigating committee's report is not favorable to the candidate wherein a three-fourths ($\frac{3}{4}$) vote of the members present will be required to override the committee's findings.

Article VI

AMENDMENTS

Section 1. Every proposed alteration, amendment, or addition to this Constitution, By-laws, and Rules of Order hereunto annexed, must be handed to the President in writing, who shall publish the same to the society, and at the next regular meeting, which will be considered a special meeting, and of which the members will be duly notified in accordance with Article III, Sec. 3, Par. 2, it may be adopted by a two-thirds ($\frac{2}{3}$) vote of the members present.

By-Laws

Article I

MEETINGS

Section 1. This society shall hold its meetings, unless otherwise ordered, on Friday evening of each week; the hour of meeting shall be at 8:00 P. M., the meeting to stand adjourned upon completion of the order of business and upon a motion to so adjourn.

Section 2. Six members, in addition to the officers present, shall be necessary to constitute a quorum.

Section 3. At the request of six members the President shall call a special meeting of the society. These meetings may be called for purposes other than those described by Article IV, Sec. 1 and Article VI, Sec. 1 of the Constitution, and when so called, the members are to be notified by the Secretary-treasurer in accord with Article III, Sec. 3, Par. 2 of the Constitution.

Article II

INAUGURATION OF OFFICERS

Section 1. At the inauguration

of each officer, he shall be required to make the following affirmation:

"I do hereby solemnly promise, that I will faithfully discharge the duties of my office to the best of my knowledge and ability."

Article III

INITIATION OF MEMBERS

Section 1. The following affirmation shall be required of each person becoming a member:

"I do hereby solemnly promise, that I will observe and strictly obey all the laws, rules and regulations set down in the Constitution and By-laws of this society, and do further declare, that I entertain no ill will toward any member."

Article IV

DUES, ASSESSMENTS, ETC.

Section 1. Every person, upon his acceptance by the society as a member, shall pay to the Secretary-treasurer an initiation fee of Three (\$3.00) Dollars. The monthly dues shall be Fifty (\$.50)

Cents payable monthly, quarterly, or annually in advance.

Section 2. Special assignments, not to exceed Five (\$5.00) Dollars during any semi-annum, may be levied upon each member by a majority vote of the membership for the express purpose of purchasing special equipment or apparatus.

Article V

SUSPENSION OF MEMBERS

Section 1. A member will be suspended if he misses more than eight (8) consecutive regular meetings and lapses his dues by that amount in any quarter without showing good reason therefore.

Section 2. Lapsed dues of more than two months will be collectible on demand by the Secretary-treasurer. If the member refuses to pay his back dues, he will be suspended from the society.

Section 3. A suspension for either of the reasons as outlined in Sec. 1 and Sec. 2 (above) may be waived at the recommendation of the investigation committee.

All cases of delinquent members turned over to the investigation committee will be reported upon at the next regular meeting, indicating either suspension or waiver.

Section 4. A suspended member will be carried on the rolls for a period of six (6) months from the time of his suspension, at the end of such time he will automatically be dropped from the rolls of the organization.

Section 5. An interim of at least two (2) years must elapse before a member who has been dropped from the rolls through suspension may be proposed for membership.

Article VI

RE-INSTATEMENT

Section 1. A member who has been suspended under the provisions of Article V of these By-laws, may be re-instated upon the active rolls by the payment of his back dues plus an amount equal to one-half of the back dues.

Section 2. A suspended member may be re-instated and given a paid-up card, upon the recom-

mendation of the investigation committee and a majority vote by the society, where such lapsed member's financial condition so warrants.

Article VII

APPEALS

Section 1. An appeal may, in all cases, be made from any decision of the president. Such appeal to be made to the Board of Trustees.

Section 2. If the decision, as handed down by the Board of Trustees, is not to the satisfaction of the party or parties concerned; a two-thirds ($\frac{2}{3}$) vote of the members present shall be necessary to sustain the appeal.

Section 3. Any member having made an appeal from a decision of the President and Board of Trustees, may sustain such appeal, and both the President and the Board of Trustees may give their reasons for their decision, before the question is put, which being passed upon, the matter shall be considered as settled.

Article VIII

COMMITTEES

Section 1. All committees shall make their report in writing. This report to be read to the society by the chairman of the committee and then turned over to the Secretary-treasurer for permanent file.

Rules of Order

1. The President, or in his absence, the Vice-president, shall take the chair at the hour named in Article I, Section 1 of the By-laws. In the absence of these officers, a President pro-tem shall be chosen by the society.

2. The President shall be privileged to debate on all subjects, on calling the Vice-president, or any other member, willing, to the chair.

3. No member shall speak on any motion (except the mover thereof) more than twice, nor more than once until all wishing to speak have spoken; neither shall he make or debate an amendment, having spoken twice on the original motion, without permission of the society.

4. When two or more members rise at the same time, the President shall name the one to speak.

5. When a member shall be called to order by the President or any member, he shall at once take his seat, and every question

of order shall be decided by the President without debate.

6. No motion shall be debatable until seconded.

7. Appeals, and motion to adjourn or reconsider, are not debatable.

8. When a question is under debate, no motion shall be received but to lay on the table, to postpone, to commit, or to amend.

9. No person shall interrupt another while speaking, except in accordance with Rule of Order No. 5.

10. A motion to adjourn shall always be in order, except when another motion is before the society.

11. The mover of a motion shall be at liberty to accept any amendment thereto; but if an amendment be offered and not accepted, yet duly seconded, the association shall pass upon it before voting upon the original motion.

12. Before taking the vote on any question, the President shall

ask: "Are you ready for the question?" Should no one offer to speak, the President shall put the question, and after he has risen, no member shall speak upon it without the permission of the society.

13. When a motion has been made and decided it shall be in order for any member (only such as have voted in minority) to move the reconsideration thereof, if done within three weeks after being voted upon.

14. Every officer, on leaving his office, shall give to his successor all papers, documents, books and money belonging to the society.

15. The following order of business shall be followed at all meetings:

- (1) Roll call of officers and problem appointments.
- (2) Reading of minutes of previous session.
- (3) Election to membership.
- (4) Propositions for membership.

- (5) Reports of Officers and Committees.
- (6) Special orders (including elections, nominations, etc.)
- (7) Unfinished business.
- (8) Communications.
- (9) New business.
- (10) Treasurer's report.
- (11) Adjournment.
- (12) Special speakers, motion pictures, etc.