

Constitution of the Cape Fear Amateur Radio Society

Preamble

We the members of the Cape Fear Amateur Radio Society Inc., wishing to secure for ourselves the pleasures and benefits resultant from association of persons with a common interest in Amateur radio, do hereby adopt and enact this constitution as our governing law. It shall be our purpose to further the exchange of information and co-operation between members, to promote radio knowledge, fraternalism, and individual operating efficiency, and to so conduct Society programs and activities as to advance the general interest in, and welfare of Amateur Radio in the community.

Article I

Membership: All persons interested in amateur radio communication (communication between amateur radio stations solely with a personal aim and without pecuniary interest) shall be eligible for active or inactive membership, as provided for in the By-laws.

Article II

Officers:

Section 1 The officers of this Society shall be: President, Vice-president, Secretary/Treasurer and Recorder. No member may be elected to more than one office simultaneously.

Section 2 The Officers of this Society will be elected at the October meeting each year and will serve for one year, effective in January following elections.

Section 3 Vacancies occurring between elections will ordinarily be filled by an election at the first regular meeting following the withdrawal of or resignation of the incumbent, for the remainder of the vacated term.

Section 4 Officers may be removed from office by a vote of two-thirds of the membership.

Article III

Duties of Officers:

Section 1 The President shall preside at all meetings of this Society. He shall enforce observance of this Constitution and of the By-Laws, decide all questions of order, sign all official documents, and perform all other customary duties pertaining to the office of President.

Section 2 The Vice-President shall assume duties assigned by the president, and shall fulfill the duties of the President in his absence.

Section 3 The Secretary/Treasurer shall process and maintain all records and correspondence, and shall receive, disburse, and accurately account for all moneys of the Society. He shall at the expiration of his term, turn over everything in his possession belonging to the Society, to his successor.

Section 4 The Recorder shall keep a record of the proceedings of all meeting, maintain attendance records, determine quorums and record this information in an official journal. He shall collect and maintain all historical records of the society. He shall, at the expiration of his term, turn over everything in his possession belonging to the Society, to his successor.

Article IV

Meetings: The By-Laws shall provide for regular and special meetings. At meetings, a minimum of one third of the active membership shall constitute a Quorum for the transaction of business.

Article V

Dues: The Society, by a majority vote of the membership, may levy dues or assessments as provided for in the By-Laws. Non-payment of dues or assessments shall normally be cause for expulsion from the Society.

Article VI

Programs: The society shall maintain a program to foster and promote public relations, and such other programs as may be adopted by the membership.

Article VII

Amendments: This Constitution or By-Laws may be amended by a two-thirds majority vote of the members present at a regular or special meeting of the Society, provided; that proposed amendments have been submitted in writing at a regular meeting, all members have been notified by mail of intent to vote on an amendment or change, and members have been notified of the date on which the vote will be taken.

Article VIII

Rules: "Robert's Rules of Order" shall govern all meetings.

By-Laws Of The Cape Fear Amateur Radio Society

Section I Document Accessibility

A copy of the Constitution and By-Laws will be maintained by the Secretary/Treasurer and will be kept current as amendments and changes occur. This copy will be available to the membership at all meetings.

Section II Meetings

1 Regular meetings shall be held on the third Monday of each calendar month at such place as the President shall direct.

2 Special meetings may be called by the President when deemed necessary or upon the written request of five members. Notices shall be sent to members concerning the business to be transacted, and no other businesses will be considered. Notification to members will be made at least twenty-four hours prior to the special meeting.

Section III Membership Application and Dues

1 Application for membership shall be submitted in writing. Each applicant must express willingness to abide by the Constitution and By-Laws, and other rules promulgated by the Society Newsletter and members will vote upon the applications at a subsequent regular meeting of the Society. An applicant must be present when voted upon, unless waived by the Society on an individual basis. A majority of the members present is required for approval.

2 The applicant may apply for active membership on a yearly basis, or for life membership if he is already a member. An honorary membership may be awarded to anyone at no cost by a two-thirds vote of the members present at a meeting, provided all members have been notified of the intent by mail.

3 Applications for active membership will not be considered unless accompanied by an initial fee of five dollars and annual dues in the amount of fifteen dollars except that those applications submitted during the period from the first of July to the thirty-first of December will be accompanied by a dues fee of seven dollars and fifty cents (\$7.50). In addition, a fee of five dollars will be assessed for annual dues for a second and each additional family member.

4 Applicants for Life Membership will be assessed one hundred and fifty dollars, payable in full, or in increments of twenty-five dollars with the application and twenty-five dollars every third month thereafter until the full sum has been paid. A second or additional family member of a life member may apply for life membership for an assessment of seventy five dollars payable in full with the application or in increments of fifteen dollars with the application and fifteen dollars every third month thereafter until the full sum has been paid. Failure of a Life Membership applicant to meet the payment schedule will not be cause for loss of membership as long as annual dues are current based on the amount paid. Life Member applicants who have made partial payments toward Life Memberships may not obtain refunds of funds paid for or towards such memberships. All such funds are applied against annual dues.

5 Annual dues are due and payable on January 1st of each year. Annual dues not paid by April 1st will be cause for removal from the membership rolls, provided notification has been made to the member concerned in writing.

6 Members desiring membership with ARRL through the Society Secretary/Treasurer will be assessed fifty cents less than the current ARRL membership membership assessment.

Section IV Inactive Membership

1 An active member will be re-classified to an inactive member if he fails to attend three consecutive regular meetings. Upon attendance at a regular or special meeting he resumes an active membership status.

2 An inactive member residing outside of Cumberland County, or those counties contiguous thereto, may renew membership at a reduced membership rate of seven dollars and fifty cents per year.

Section V Special Assessments

Special assessments above regular membership dues shall be made on an "as needed" basis. Proposals for assessments will be voted upon at a regular meeting following notification to all members that the special assessment will be on the meeting agenda. Approval by a two-thirds majority of the members present at the meeting is necessary to levy a special assessment.

Section VI Committees

1 The President shall appoint Committee Chairmen and may additionally appoint members of various committees to carry out the functions and responsibilities of the Society in an efficient and orderly manner. Appointments to committees will normally be made in January and in all cases the membership will be notified of committee appointments.

2 Standing Committees to which a Chairman must be appointed each January are as follows:

Membership Committee, Audit Committee, Publicity Committee, and Repeater Committee. Duties and responsibilities of Standing Committee Chairmen will be delineated by the President in coordination with other officers of the Society with the following exception: The Audit Chairman shall be responsible to conduct a complete audit of all funds, records, and property belonging to the Society in December of each year. A written report of his findings will be presented to the membership at the December meeting. In addition, the Audit chairman will make periodic reviews of financial records to assist the Secretary/Treasurer in proper records maintenance.

3 Other committee appointments, in addition to the standing committees, will normally be made for the following activities or functions: Two Meter Net Manager, Field Day Chairman, Facilities Chairman (responsible for Society property), and Emergency Training Coordinator.

Section VII Disbursement of Funds

1 A budget will be established annually to authorize and control disbursement of Society funds for a 12-month period beginning in January of each year.

2 A proposed budget will be prepared by the President-elect and presented for approval of the general membership of the Society at the December meeting. This document will authorize the elected officers to obligate and disperse Society funds within the limit imposed for each budgeted item provided sufficient non obligated funds are in the Society treasury at the time that the new obligation is executed.

3 The budget may be amended to meet obligations by a vote of the membership.

4 A petty cash fund may be established for the Secretary/Treasurer out of the Secretary/Treasurer budget item. The level of expenditure of the petty cash fund will not exceed twenty dollars per month.

5 All disbursements made by the Secretary/Treasurer from the General Fund will be signed by not less than two elected officers.

Section VIII Society Newsletter

1 Purpose: The Society Newsletter shall serve as the official journal for minutes of meetings, financial reports, official notices, listing of applicants for membership, proposed amendments to the Constitution or By-Laws, appointments to committees, and other official acts deemed necessary by the President. The Newsletter will also provide other information for the membership within space and budgetary limitations, at the discretion of the Editor.

2 Editor: The President will appoint a Society member to serve as editor of the Society Newsletter during the President's term of office.

3 Publication: The Newsletter will be published monthly in sufficient time to arrive at members addresses no later than the day prior to monthly regular meeting of the Society.