

# CONSTITUTION FOR THE LEWIS PEAK AMATEUR REPEATER ASSOCIATION

## Preamble

We, the undersigned, wishing to secure for ourselves the benefits and pleasures of an association commonly interested in Amateur Radio, constitute, ourselves as the Lewis Peak Amateur Repeater Association (henceforth known as "Lewis Peak"). Our main objectives are:

- a. Further the exchange of information and cooperation between members.
- b. Encourage public service through the support of the Walla Walla County ARES/RACES unit.
- c. Promote radio knowledge, fraternalism, and individual operating efficiency, and to conduct our education programs to advance the general interest and welfare of Amateur Radio in our community.

## Membership: Article I

- a. Any person interested in Amateur Radio Communications may join Lewis Peak. Amateur licenses are encouraged but not required. Membership in the County ARES/RACES unit is encouraged but not required. Membership shall be by application and election by the terms as prescribed in this Constitution.
- b. Members may be removed upon petition by any member to the Board Of Officers. The board must examine the matter, and recommend removal to the members at large. The members must approve that recommendation by a two-thirds majority of those present. Reinstatement requires approval by a unanimous vote of the Board Of Officers.
- c. Only paid Members are permitted to vote at meetings or serve as Officers. Paid and unpaid Members may participate in any Lewis Peak event. Guests or unpaid Members stricken from the roster shall have advance permission from an Officer before participating in any event.

## The Board of Officers and their duties: Article II

- a. Officers shall be elected on a 2 year cycle (every odd year), during the month of July, at a meeting with a quorum (at least 25% of the membership) present, by a simple majority. This meeting shall have a 30 day notice of time and place to all members. All meetings shall be conducted under Robert's Rules of Order.

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b. Lewis Peak shall have a Board of Officers with a President, Vice-President, Secretary-Treasurer, Station Trustee, Registered Agent and the Walla Walla County Emergency Coordinator.

c. Duties of the President:

(1) Directs the dates and locations of all Board and Association meetings, and preside at those events.

(2) Develops policy, solicits input from the Board and Members, decides on a course of action, and identifies the members to carry out those decisions.

(3) Works with the Section and County ARES Coordinators to provide the best possible support,

(4) Designates the Chairman of all standing committees with the approval of the Board of Directors.

d. Vice-President: Act in the President's place as required.

e. Secretary-Treasurer:

(1) Keep minutes of business meetings.

(2) Maintain records of membership and dues paid.

(3) Accept and steward all moneys for Lewis Peak, using accepted business practices.

f. Station Trustee: Serves as Lewis Peaks' representative with the Federal Communications Commission for the assigned "Club Call."

g. Registered Agent:

(1) Serves as the Lewis Peaks' representative with the State of Washington and the Federal Government for the non-profit corporation status. The Registered Agent has veto authority over activities that are contrary to State and Federal laws that apply to non-profit corporations.

(2) Completes and submits all reports required by the State of Washington.

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- h. Chairman Standing Committees shall designate committee members in order to provide assistance to Lewis Peak members.
- i. Should an Officer leave their position before their term is over, the President shall appoint a Member to act in that position until the next election.
- j. Board of Director to include the Walla Walla County Emergency Coordinator.

## Meetings: Article III

- a. Lewis Peak shall have meetings once a month, coinciding with the ARES/RACES training sessions.
- b. Special meetings, separate from the monthly ARES/RACES sessions, may be called at the discretion of the President. The membership must be given a minimum of 14 calendar days advance notice as to time and place. The weekly ARES/RACES 2 meter net is the primary means of disseminating information.
- c. Business transactions may not be conducted at a meeting without a quorum of one third of the paid membership. Approvals must be majority vote of those present.

## Dues: Article IV

- a. Dues will be paid by members by 1 July of each year, in the sum of \$10.00 for individuals and \$15.00 for families.
- b. Lewis Peak may levy special assessments deemed necessary for the business of the organization.
- c. Members who have not paid their dues by 1 July shall be listed as unpaid members for 3 months, after which their names shall be stricken from the roster. Membership may be reinstated at any time by paying full dues for one year.

## Membership Assistance: Article V

- a. Lewis Peak, through a Technical Assistance committee, will provide technical advice to the membership concerning equipment design and operation. This will support interference reduction, frequency

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observance, clean signals, uniform, practice, and absence of spurious radiations from members stations.

b. Lewis Peak members will be offered Amateur Radio related training in coordination with the Walla Walla County ARES/RACES unit. In general, a Technical Assistance Committee will not conduct training for Lewis Peak, unless requested by the President.

c. Lewis Peak will support education programs on Amateur Radio topics for the public, through the Walla Walla County ARES/RACES unit and individual members, financially and technically, including supplies, materials, and equipment.

### ARES/RACES Relationship: Article VI

a. Lewis Peak will provide technical and financial support to the ARES/RACES unit as requested by the Walla Walla County Emergency Coordinator (EC), and approved by the Board of Officers. Membership in the Unit is strictly the responsibility of the County EC.

b. All membership training will be provided by the County EC and Staff. Training records will be maintained by the County EC.

### Asset Management: Article VII

a. Lewis Peak shall not own any equipment. All equipment shall be owned by individuals or the Walla Walla ARES/RACES unit.

b. Repeaters supported by Lewis Peak must be dedicated to ARES/RACES by the owner, in writing to Lewis Peak.

c. Moneys earned by Lewis Peak shall be used for the following purposes:

(1) Public Education, including but not limited to, training material, expendable supplies, and small kits intended for demonstrating communication technology. With the exception of recurring training and educational material, none of these items shall be stockpiled by Lewis Peak.

(2) Purchase of equipment and supplies for the ARES/RACES unit.

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(3) Emergency repairs and special upgrades for equipment owned by the repeater manager or ARES/RACES group with approval by the Board of Officers

(4) Training and social events approved by the Board of Officers.

d. Moneys shall be earned by Lewis Peak through the payment of dues, special levies, and donations, as approved by the Board of Officers.

e. Lewis Peak's income shall be deposited into an established bank account by the Secretary-Treasurer. Petty cash more than the sum of \$25 shall not be maintained at any time. All bills shall be paid by check. All disbursements of more than \$25 shall be approved by the Board of Officers; expenses of \$25 or less shall be at the discretion of the President. All transactions shall be recorded into an acceptable ledger maintained by the Secretary-Treasurer. Receipts shall be kept for all transactions, including due payments.

f. Lewis Peak's financial records shall be reviewed by a triad during August of each year, consisting of the Vice President, Registered Agent, and an Lewis Peak Member. Their findings shall be announced to the Membership at the next meeting, or through written distribution, and recorded in the minutes.

g. Records of all business meetings, events, and financial transactions shall be stored at a site designated by the President for a period not to exceed 5 years. All records, except those of special historical interest, shall be destroyed, and the fact recorded.

h. In the event that Lewis Peak is dissolved, for whatever reason, all remaining funds shall be donated to the American Radio Relay League, 225 Main Street, Newington, CT, 06111-1494, within 30 days of the formal dissolution.

### Amendments: Article VIII.

a. All amendments to this document shall be submitted, in writing, to the Board of Officers for review, said review to last not more than 30 days. The amendments shall be presented unchanged to the membership at a special meeting. The Board of Officers may, at their discretion, present an alternate to the proposed amendment at the same meeting.

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b. The meeting shall vote on the proposed amendment(s) by secret ballot. A two-thirds vote of the total membership is required to approve any amendment. Any amendment failing to attain a two-thirds vote on the first ballot shall be considered as rejected.

c. Amendments will be attached to the Constitution for reference, and the main document updated to reflect the approved changes.

Approved and accepted by the Board of Officers on September 23, 2012.

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Jeffery L. Stidham, AL1Q  
President

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Joel Ley, AD7HE  
Vice-President

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Mable Babbitt, WB5AVH  
Secretary-Treasurer

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Robin Frisvold, KB7WDM  
Registered Agent