

Constitution & Bylaws

Edmonds-Woodway Amateur Radio Club

Amended: December 15, 2018

Preamble:

We, the undersigned, wishing to secure for ourselves the pleasures and benefits of an association of persons commonly interested in Amateur Radio, constitute ourselves the Edmonds-Woodway Amateur Radio Club, and enact this constitution and the included by-laws as our governing law. It shall be our purpose to further the exchange of information and cooperation between members, to promote radio knowledge, fraternalism and individual operating efficiency, provide emergency radio communications to the greater Snohomish County community, and to so conduct club programs and activities as to advance the general interest and welfare of Amateur Radio in the community.

Article I - Membership

All persons interested in Amateur Radio communications shall be eligible for membership. Membership shall be by application and election upon such terms as the club shall provide in its By-Laws.

Article II - Officers and Executive Committee

Sec. 1. The officers of this club shall be President, Vice-President, Secretary and Treasurer.

Sec. 2. The officers of this club shall be elected for a term of one year by ballot of the members present, provided there be a quorum, at the annual November meeting.

Sec. 3. Vacancies occurring between elections can be filled by a volunteer and approved by the Executive Committee.

Sec. 4. This club shall have an Executive Committee consisting of the four elected officers and two individuals elected from the Club membership. In addition, the immediate past president shall serve as a member of the executive committee.

Sec. 5. Officers may be removed by a three-fourths vote, representing a quorum of the membership present, at the monthly meeting.

Article III - Duties of Officers

Sec. 1. The President shall preside at all meetings, and conduct them according to the rules adopted. He/she shall enforce due observance of this Constitution and By-Laws; decide all questions of order; sign all official documents adopted by the club, and perform all other duties pertaining to the office of President.

Sec. 2. The Vice-President shall assume all the duties of the President in his/her absence. In addition, he/she shall organize club activities, plan and recommend contests for operating benefits, and advance club interest and activity as approved by the club. He/she shall maintain liaison with applicable local, regional, and national organizations, in support of same, in time of need, if within our capabilities.

Sec. 3. The Secretary shall keep a record of the proceedings of all meetings to include member attendance, keep a roll of members, submit membership applications, carry on all correspondence, read communications at each meeting.

Sec. 4. The Treasurer shall receive and receipt for all monies paid to the club; keep an accurate account of all monies received and expended; pay no bills without proper authorization (by its officers constituting a business committee). At the end of each quarter he/she shall submit an itemized statement of disbursements and receipts. The Treasurer shall communicate any member dues paid, to the Secretary, as soon as practically possible.

Sec. 5. At the end of his/her term, all elected officers shall turn over everything in his/her possession belonging to the club to his/her successor or other elected officer.

Article IV - Duties of the Executive Committee

The executive committee shall have broad powers to plan Club activities and to conduct Club business except for those items of business reserved for the Full membership by the By-Laws of the Club. Decisions made by the Executive Committee, acting within its authority, shall require concurrence of a majority of the Executive Committee members at a regular Executive Committee meeting.

Article V - Meetings

The By-Laws shall provide for regular and special meetings. At meetings, a minimum of thirty-five percent (35%) of the membership shall constitute a quorum for the transaction of business.

Article VI - Dues

The Club, by majority of the quorum present at any regular meeting, may levy upon the general membership such dues as shall be deemed necessary for the business of the organization.

Article VII - Membership Assistance

The club, through designated Committees will provide technical advice to members concerning equipment design and operation to assist in frequency observance, clean signals, uniform practices, and absence of spurious radiation from club member-stations. The club shall also maintain a program to foster and guide public relations.

Article VIII - Amendments

This constitution or By-Laws may be amended by a quorum vote of the total membership. Proposals for amendments shall be submitted in writing at a regular meeting and shall be voted on at the next following regular meeting, provided a reasonable attempt to notify all members of the intent to amend the constitution and/or By-Laws has been made, prior to said meeting.

Article IX – Conduct of Meetings

Robert's Rules of Order shall govern proceedings of the Club.

By-Laws

Section 1 – Secretary

It shall be the duty of the Secretary to keep the constitution and By-Laws of the club and have the same with him/her at every meeting. He/she shall note all amendments, changes and additions on the constitution and shall permit it to be consulted by members upon request.

Section 2 - Membership

FULL membership is open to licensed amateurs. ASSOCIATE membership is open to those actively engaged in a class leading to an Amateur Radio license and all other interested persons. Full membership includes all club privileges as well as rights to hold a club office and to vote for club officers. Associate membership includes all club privileges except for the right to hold office and vote for club officers. Applications for membership shall be submitted at regular meetings.

Section 3 – Meetings

Regular meetings shall be held on the fourth Thursday of each calendar month.

Section 5 – Committees

Club officers or the Executive Committee shall have the authority to establish temporary or standing committees as deemed necessary. Members of committees shall be drawn

from the Club membership. The Club officers or the Executive Committee shall appoint a committee chairperson.

Section 6 – Finances

A budget shall be prepared by the Treasurer, with input from the membership, and submitted to the Executive Committee at the beginning of each calendar year. The budget shall identify, by categories, known and predictable disbursements of Club funds. After approval by the Executive Committee the budget shall be submitted to the membership at a regular meeting. Approval of the budget by a quorum of the membership is required. All expenditures of Club funds shall be approved by the Executive Committee.

Officially Adopted on the 27th of January 2019.

Signed:

Gregory T Gadbois N7IAD, President, Member Executive Committee

Jerry A Johnson WA7EDM, Vice-President

John C Vanderbeck KM7O, Secretary, Member Executive Committee

Barry W Hansen AG7CI, Treasurer