

HUALAPAI AMATEUR RADIO CLUB CONSTITUTION AND BY- LAWS

As Amended November, 2023

CONSTITUTION

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 Hualapai Amateur Radio Club Inc. (HARC) Of Kingman, AZ; And enact this constitution 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, 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.

Members cannot be a criminal or fugitive from justice.

Membership may not be denied because of race, creed, color, religion, gender, sexual orientation, political affiliation or any other reason that would be biased or prejudicial.

Article II

Officers and Board of Directors

Section 1. Offices

The officers of this club shall be President, Vice-President, Secretary and Treasurer. Officers shall also serve on the Board of Directors.

Section 2. Board of Directors

The Board of Directors shall consist of current Officers, the outgoing President and two members of the general membership for a total of seven (7) members (the Board Members).

Section 3. Election

The Officers and Board Members of this club will be elected by ballot of the members present, provided there be a quorum. at the annual meeting.

The Officers shall serve for a term of one year.

The Board Members from the general membership shall serve a term of two years.

Section 4. Term Limits

1. An individual may not hold the same office for more than two terms and may not serve more than three consecutive terms as an officer.
2. An individual may not hold more than one office during the same term.

Section 5. Vacancies

Vacancies occurring between elections must be filled by special elections at the first regular meeting following the withdrawal or resignation.

Section 6. Eligibility

In order to hold an office an individual must be a member in good standing for at least one year prior to the start of office or Board membership and hold a valid Amateur Radio license.

In the event of a lack of candidates whose length of membership is one year or greater, if an otherwise qualified candidate steps forward, a special election for that candidate shall be held by ballot of the members present.

Section 7. Resignation

Any officer may resign his/her position in writing at which time all records and assets of the club will be turned over to the President or Vice President

Section 8. Removal of Officers and Board Members

1. Officers and Board Members may be removed from office for cause, upon written petition of six (6) or more members presented to the President or Vice President.
2. After investigation the petition will be presented to the membership at the next regular meeting, of the club and. voted on by the membership.

3. Removal of an Officer or Board Member requires a three-fourths vote of the full membership.

Article III

Duties of Officers and Board Members

Section 1. President

The President shall preside at all meetings and conduct them according to the rules adopted. He/she shall enforce and observe 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.

Section. 2. Vice-President

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 close liaison with the local ARRL Section Emergency Coordinator to further club participation in the Amateur Radio Emergency Service.

Section 3. Secretary

The Secretary shall keep a record of the proceedings of all meetings, keep a roll of members, supply membership applications to future members: carry on all correspondence, read communications at each meeting and mail either by Postal or Email, written meeting notices to each member. At the expiration of his/her term he/she shall turn over all items belonging to the club to his/her successor.

Section 4. Treasurer

The treasurer shall receive and receipt for all monies paid to the club; keep on accurate account of all monies received and expended; Pay no bills over \$250.00 without proper authorization (by the club or its Board of Directors constituting a business committee). At the end of each quarter, he/she shall submit an itemized statement of disbursements and receipts. At the end of his/her term he/she shall turn over everything in his/her possession belonging to the club to his/her successor.

Section 5. Board of Directors

1. Board Members shall work closely with HARC Officers and the general membership in an advisory capacity but shall not be responsible for the day-to-day operations of the Club.
2. The Board of Directors shall meet at least once each calendar year.
3. The Board of Directors shall be responsible for all policies and long-range planning of the Club.
4. The Board of Directors shall appoint the License Trustee in accordance with Article VII of this Constitution.
5. The Board of Directors shall appoint committees from the general membership as needed to assist with projects.
6. The Board of Directors shall reserve a place on the agenda of its meetings for the purpose of allowing a member to request action or state a complaint.

Article IV

Meetings

The By-Laws shall provide for regular and special meetings. At meetings, a minimum of one-third of the membership shall constitute a quorum for the transaction of business. Robert's Rules of Order shall govern proceedings.

Article V

Dues

The club, by majority vote of those present at any regular meeting, may levy upon the general membership such dues or assessments as shall be deemed necessary for the business of the organization. Non-payment of such dues or assessments shall be cause for expulsion from the club within the discretion of the membership.

Article VI

Membership Assistance

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

Article VII

Club Callsign

The club may elect to apply for a club callsign as provided by FCC rules Part 97.

The Board of Directors shall assign trusteeship of the club callsign.

The trustee shall:

1. Be a member of the club in good standing.
2. Hold a valid Amateur Extra class license.
3. Not had his/her Radio Amateur licensed revoked or sanctioned at any time.
4. Not be a criminal or fugitive from justice.

Article VIII

Dissolution of the Club

Section 1. Termination of Operations

In the event that the Board of Directors votes that the Club should be dissolved the motion for dissolution must receive more than two thirds vote of the full membership to pass.

Section 2. Disposition of Assets

1. The Board of Directors shall handle the disbursement of all assets of the Club.
2. No member or group of members shall receive benefit from the assets.
3. All equipment will be sold and net proceeds donated to a non-profit organization.
4. All remaining cash will be donated to a non-profit organization.

Article IX

Amendments

This constitution or By-Laws may be amended by a two-thirds 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 all members have been notified by Postal or Email of the intent to amend the constitution and/or By-Laws at said meeting.

BY-LAWS

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.

2. Membership

1. Full membership is open to licensed Radio Amateurs
2. Associate membership is open to those actively engaged in a class leading to an Amateur Radio license and all other interested persons.
3. Full membership includes all club privileges as well as rights to hold a club office and vote for club officers.
4. Associate membership includes all club privileges except for the rights to hold a club office and to vote for club officers and Board members.
5. Applications for membership shall be submitted at regular meetings.
6. Members cannot be a criminal or fugitive from justice.

3. Meetings

Regular meetings shall be held on the first Wednesday of each calendar month. Special meetings may be called by the President upon the written request of any 5 members. Notices shall be sent to all members concerning special meetings and the business to be transacted. Only such business as designated shall be transacted. Such notice shall be sent so that they arrive not less than 24 hours before the meeting.

4. Dues and Assessments

1. Annual dues will be set by majority vote of the membership at the first regular meeting of each year in accordance with provisions of Article V of the Constitution for the purpose of providing funds for expenses.
2. Membership dues are payable in January of each year.
3. Any member whose dues are not paid by March 1st will be considered inactive and removed from the membership roster. Inactive members have no voting privileges.
4. Termination of membership either by resignation or expulsion will not constitute a refund of dues paid.

5. Elections

Officers and Board Member elections will be held annually at the regular November meeting.

Officers and Board Members will assume their elected roles January 1 of the following year.

A. Nomination Committee

1. The President shall appoint a nomination committee six months prior to elections.
2. The committee will be charged with finding qualified candidates to run for office.
3. The committee will present a ballot to the President at the regular meeting one month prior to elections, at which time the president will entertain a motion for nominations and to accept the ballot.
4. The final ballot will be published and made available to all club members by mail or Email.
5. The president will dissolve the nomination committee after the annual elections.

B. Voting

1. Voting will be done using paper ballots.
2. Immediately after voting the ballots will be counted openly in front of the membership.
3. Any candidate may request a recount of the ballots.
4. In the case of an unopposed slate the President may entertain a motion for the Secretary to cast a single ballot.

6. Interference Committee

This committee shall consist of five members (appointed by the Club President). The committee shall direct investigation, invite proper inquiries, establish technical facts and testimony and report its results to the club.

ADOPTION OF AMMENDED BYLAWS

These Bylaws have been reviewed, discussed, and adopted on 11/01/2023 by a 2/3 majority of the total members in accordance with Article IX of the Club (2011) Constitution and By-Laws by the Officers and Club members.

NOTE: This is an unofficial copy of the Hualapai Amateur Radio Club Constitution and By-Laws, and as such may not be up to date. The Club Secretary maintains the updated official copy of this document.

[TOP](#)