

The Lancaster & Fairfield County

Amateur Radio Club, Inc.



By-Laws

## **MEMBERSHIP:**

- a) A completed application for membership shall be submitted to the secretary who will in turn present it to the general membership at the next regular meeting. Each applicant must express a willingness to abide by the constitution and by-laws and such other rules as may be promulgated by the club. Two-thirds (2/3) of the regular members present and voting shall approve the application before the individual shall be considered elected into the membership. Newly elected members shall be given copies of the constitution and by-laws.

## **MEETINGS:**

- a) Regular meetings shall be held each month at such a place and time, as the president shall order. Special meetings may be called by the president, or upon written request to the president, of any five (5) members in good standing.
- b) Notice of the regular meetings shall be sent to all regular members through the "*Ragchewer*". Notice of special meetings shall be mailed to all regular members informing them of this special meeting and the business to be discussed. Only such business as is designated, shall be transacted at such special meetings. Minimum notice shall be seven (7) days.
- c) An executive committee meeting shall be held monthly at such a place and time as the executive committee chairman shall decide.
- d) A station committee meeting shall be held quarterly at such a place and time as the station committee chairman shall decide.

## **DUES:**

- a) A two (\$2.00) dollar initiation fee must accompany the current years dues for all new club applications. This applies to all regular and associate members.
- b) Annual dues for regular membership for ages 18 through 64 shall be twenty-five (\$25.00) dollars.
- c) Annual dues for regular membership for ages under 18 years and over 64 years, shall be twelve (\$12.00) dollars.
- d) Annual dues for associate membership shall be fifteen (\$15.00) dollars.

- e) Dues shall expire and be collectable on the anniversary date of the current membership.
- f) Notice of membership renewal shall be mailed to each member as a reminder. Such notice will be made before their current membership year-ends and will be either a separate mailing by the treasurer or as a supplement to the “Ragchewer”.
- g) Members who are in the United States armed forces shall not be required to pay dues while on active duty. They must pay the current years dues within three (3) months of separation, in order to continue their membership.
- h) Honorary members shall not be required to pay dues.
- I) Members in arrears in dues for three (3) months will be removed from the membership roster, autopatch, and mailbox functions. Members, who have been removed from the membership list for a period of one (1) year or more, must re-apply for membership as a new member and pay the appropriate dues and initiation fee.

#### **NOMINATION PROCEDURE:**

- a) The president will appoint a nominating committee at the August meeting to prepare for a full slate of nominations for officers for the coming year.
- b) The nominating committee will report their slate at the September meeting. Additional nominations may be made from the floor at that time. No nominations may be made after the September meeting. All members nominated must agree to serve if elected, before the September meeting is adjourned. This September meeting must be held in Fairfield County.

#### **ELECTIONS:**

- a) The election shall be by mail ballot. Ballots will be collected by the secretary and counted at the October meeting by a three (3) member committee appointed by the president, and announce the results. There shall be no balloting or collecting of ballots at the meeting, except in case of a tie. New officers will assume their duties at the November meeting.
- b) In case of a tie for any office, the tie will be broken by secret ballot of those regular members present and voting at that meeting.

- c) President. - The person receiving the most votes shall be declared elected. The president may not serve more than two (2) consecutive terms as president. On completion of their term(s) in office, they automatically become an ex-officio member of the executive committee. After serving in this capacity for one (1) year, they are eligible to be nominated for any office again.
- d) Vice President. - The person receiving the most votes shall be declared elected.
- e) Secretary. -The person receiving the most votes shall be declared elected.
- f) Treasurer. -The person receiving the most votes shall be declared elected.
- g) Activities Manager. - The person receiving the most votes shall be declared elected.

**TERM OF OFFICE:**

- a) The president, vice president, secretary, treasurer, and activities manager shall be elected for one (1) year terms.

**AUDIT:**

- a) Each newly elected president shall appoint an auditing committee which shall consist of a minimum of three (3) regular members who are not officers. They shall audit the books of the previous administration and report their findings to the membership for approval.

**PUBLICATIONS:**

- a) The club shall cause to be issued by e-mail, a monthly bulletin called the “*Ragchewer*”. The editing and publication will be under the direction of an editor appointed by the executive committee. The “*Ragchewer*” will contain items of interest to the general membership. It will contain, but is not limited to, notice of club meetings, new club activities, official announcements, radio related items for sale, etc. A printed copy of each “*Ragchewer*”. shall be filed at the clubhouse and a copy will be posted on our website [www.k8qik.org](http://www.k8qik.org).

**CLUB STATION:**

- a) Keys to the club house located at 1611 Granville Pike are issued by the Fairfield County Commissioner's. As per the trustee's verbal agreement with the commissioner's, only club officers are authorized to possess a key to this facility. When an officer leaves their elected position, they will forfeit their key to the trustee or house committee chairman. Newly elected officers can have a key issued to them only after signing an issue form, which is maintained by the house committee chairman. Any individual can use the club station, but must first make arrangements with a club officer in order to gain access to the facility.
- b) The club station may be operated by any regular member in the mode(s) for which their amateur radio license is valid.
- c) The station engineer(s) shall have the authority to expend moneys not to exceed fifty (\$50.00) dollars per month on parts or equipment to maintain the station without prior general membership approval. In an emergency, funds required to repair the station between regular meetings, which exceed fifty- (\$50.00) dollars per month, will be approved by the club president. Bills or receipts must be presented to the treasurer for payment at the next regular meeting.
- d) All station equipment is the responsibility of the trustee.

Date Adopted: June 3, 1993 and signed by officers at that time.

Date Modified: August 7, 2008

Signed

Charles W. Swike  
President

Mary E. Travis  
Secretary

John E. Fitch  
Activities Manager

John L. Hilliard  
Trustee

Mark S. Zebino  
Vice President

Edward J. Campbell  
Treasurer

Ronald J. Stephenson  
Immediate Past President