



# CONSTITUTION

## Of the Douglas County (KS) Amateur Radio Club

[Abstract](#)

The CONSTITUTION is the Douglas County Amateur Radio Club's governing law.

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## PREAMBLE:

The purpose of this Constitution is to provide for ourselves the pleasures and benefits of association with persons commonly interested in Amateur Radio, and to ensure all activities shall be in accordance with Part 97 of the Federal Communications Commission which govern Amateur Radio. The Douglas County Amateur Radio Club does hereby enact this Constitution as our governing law.

## ARTICLE I - Definitions

Not for Profit – No undertaking of this Club shall be for profit; all activities shall be in accordance with Part 97 of the regulations of the Federal Communications Commission, which govern Amateur Radio.

## ARTICLE II - Membership

### Section 1: Eligibility of Membership.

All persons interested in Amateur Radio shall be eligible for membership.

### Section 2: Membership Dues.

The club will levy an amount (Dues) necessary for conducting club business.

### Section 3: Eligible to Vote.

Only paid-up members shall be eligible to vote.

Only members holding a valid Amateur Radio license shall be eligible to vote.

### Section 4: Membership Duration.

All memberships shall be valid for one year.

### Section 5: Revoking Membership.

The Board of Directors have the responsibility to review, accept or reject all membership applications.

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The Board of Directors can decline or revoke membership in the club, if it is determined that the person's integrity, or honesty, could degrade the club reputation or endanger anyone by association.

Intentional and repeated violation of the FCC rules and regulations is grounds for revoking club membership.

## Section 6: Voting Procedures.

Motions may be voted using the using Robert's Rules of Order – Motion, Second, Restate motion, Debate, Vote, Announce the vote.

## ARTICLE III - Officers

### Section 1: Club Officers.

The officers of this Club shall be: President, Vice President, Secretary, Treasurer.

### Section 2: Board of Directors.

All Officers and Managers of the Club shall constitute a Board of Directors.

### Section 3: Term of Office.

The Officers of this Club shall be elected by the membership of the club for a term of one year.

### Section 4: Vacancies.

The Club president shall appoint a nominating committee chairman for early elections and for nominating candidates for vacancies occurring between annual elections.

The Board of Directors can appoint a replacement officer or manager on an interim basis until the replacement is confirmed at the next club meeting.

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## ARTICLE IV - Duties of Officers

### Section 1: Duties of the President.

The President shall preside at all meetings conducting the meeting according to the rules adopted.

### Section 2: Duties of the Vice President.

The Vice President shall assume all official duties of the President in the absence of the President.

### Section 3: Duties of the Secretary.

The Secretary shall keep a record of the proceedings of all meetings.

### Section 4: Duties of the Treasurer.

The Treasurer shall be responsible for all the accounting duties of the club.

## ARTICLE V – Duties of the Managers

### Section 1: Duties of the Emergency Coordinator.

The Emergency Coordinator shall be the liaison between the Club and Emergency Management.

### Section 2: Duties of the Activities Manager.

The Activities Manager shall assume the coordinating responsibilities of club activities.

### Section 3: Duties of the Program Manager.

The Program Manager shall be responsible for the overall coordination of the program portion of the Club meetings.

### Section 4: Duties of the Training Manager.

The Training Manager shall be responsible for coordinating course instruction.

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## ARTICLE VI - Meetings

### Section 1: Regular Meetings.

The club shall meet at least once a month.

### Section 2: Quorum.

Majority of meeting attendees at a regular scheduled meeting are sufficient to transact club business.

## ARTICLE VII - Dues

### Section 1: Dues.

The Club shall be levy on each member such dues as may be necessary for conducting the business of the Club.

### Section 2: Membership Suspension.

Nonpayment of dues will cause a membership to be suspended.

The Board of Directors have the responsibility to review, accept or reject all membership applications.

The Board of Directors can decline or revoke membership in the club, if it is determined that the person's integrity, or honesty, could degrade the club reputation or endanger anyone by association.

Intentional and repeated violation of the FCC rules and regulation is grounds for revoking club membership.

### Section 3: Dues Amount Change.

The amount of dues can be changed by majority of meeting attendees at a regular scheduled meeting.

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## Section 4: Dues Payable.

Regular yearly dues shall be payable at the beginning of the calendar year for all membership categories.

Membership categories are Family, Individual, and Student.

## Article VIII - Amendments

### Section 1: Amendments.

Notification must be sent, i.e. email, to the membership, of the intent to amend the Constitution and/or By-Laws, at a specified meeting.

The proposed amendment(s), draft Constitution, and/or draft By-Laws, will reside on the club's website for the membership to review.

### Section 2: Propose Amendments.

Any member in the Club may propose amendments in writing, i.e. email, to the Constitution or By-Laws at any regular or special meeting of the Club.

### Section 3: Constitution and By-Laws Periodic Review.

The Constitution and By-Laws shall be reviewed, revised, and updated periodically.

## ARTICLE IX - Rules of Order

### Section 1: Rules of Order.

The Club meeting shall be conducted using "Robert's Rules of Order".

### Section 2: Business Transactions.

All transactions of business shall be conducted openly, frankly, and with as little friction and turmoil as possible.



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## ARTICLE X – Revisions

2000-04-12 This Constitution was created and enacted.

2019-05-09 This Constitution document was reviewed and revised creating two documents – **Constitution and By-Laws**.

2019-07-10 References to “Co-Treasurer” replaced with “Backup-Treasurer”.

2020-12-09 Removed “Backup-Treasurer,” and separated the duties of the Vice President and Activities Manager.