

January 4, 2006

CONSTITUTION OF THE ARLINGTON AMATEUR RADIO CLUB

PREAMBLE

We, the members of The Arlington Amateur Radio Club, wishing to secure for ourselves the pleasures and benefits of Amateur Radio, do constitute ourselves and enact this Constitution as our governing law.

It shall be our purpose to further promote the popularity, good-will, recognition and respect of our hobby both within our fraternalism and the Community, and to so conduct our Club meetings and activities in a manner which will serve to the best interest of Amateur Radio.

CONSTITUTION

Article I - Officers

Section 1. The Officers of the Club shall consist of a President, a Vice-President, a Secretary, a Treasurer and an Activities Chairman.

Section 2. The Officers of the Club shall be elected for a term of one (1) year under conditions as set forth by the By- Laws.

Section 3. Vacancies occurring between elections must be filled by appointment at the first regular meeting following the withdrawal or resignation subject to the approval of the Membership.

Section 4. Officers may be removed from office by a three-fourths vote of the Membership.

Article II - Membership

Section 1. All persons interested in Amateur Radio shall be eligible to apply for Membership in the Club.

Article III - Dues

Section 1. The Club, by order of the By-Laws, may from time to time, levy upon the Membership such dues or assessments as shall be deemed necessary for the business of the Club.

Section 2. Non-payment of such dues or assessments shall be cause for termination of Membership.

Article IV - Meetings

Section 1. The By-Laws shall provide for meetings both regular and special.

Section 2. At all meetings, both regular and special, one-fifth of the Membership shall constitute a quorum for the transaction of business.

Article V - Amendments

Section 1. The Constitution or the By-Laws may be amended by a two-thirds vote of the Membership.

Section 2. Proposals for amendments shall be submitted in writing at a regular meeting and shall be voted on at the next regular meeting, provided that all members have been duly notified of such.

Article VI - Rules

Section 1. All meetings, both regular and special, shall be conducted under an informal manner except at such times when the proceedings become involved. In that event, Robert's Rules of Order will be followed explicitly.

ADOPTED this Fifteenth day of March 1994, by a majority vote of those members present as witnessed by the signatures of the President and the Secretary of The Arlington Amateur Radio Club.

Michael B. Callaham
President

Marc Anderson
Secretary

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[Version as amended 2008-01-15]

BY-LAWS OF THE ARLINGTON AMATEUR RADIO CLUB

Article I - Offices

Section 1. The Club may have offices within Arlington County, Virginia, as the Officers may from time to time determine.

Article II - Members of the Club

Section 1. Application for Membership shall be available to any individual who displays interest in Amateur Radio.

Section 2. All applications for Membership shall be submitted to any Officer of the Club wherein action shall be taken by majority vote of those members present at the next regular business meeting of the Club.

Section 3. Each member of the Club shall receive a Certificate of Membership, a copy of the duly executed Constitution and By-Laws and shall have full voting rights.

Section 4. Certificate of Membership shall be in the form of a non-transferable paper plaque stating "Member In Good Standing" with the member's name and Amateur call, if any, and executed by the President and the Secretary except that all members of record on or before December 1, 1974 shall receive a certificate stating "Charter Member".

Section 5. Any member may be removed from membership if the best interest of the club is served thereby, provided that due notice has been given to the Membership as provided in Article IV, Section 6 of these By-Laws.

Article III - Membership Fees

Section 1. All members of the Club shall be required to pay, in advance, yearly dues, which are non-refundable and non-transferable.

Section 2. Membership dues shall be due and payable on January 1 of each year.

Section 3. All Membership dues must be received by the Treasurer within thirty (30) days after due date or the member will be deleted from the active rolls unless the Membership, by majority vote of those present at the next regular business meeting following the delinquent period shall vote otherwise.

Article IV - Meeting of the Club

Section 1. An annual meeting of the Membership will be held during the month of November for the purpose of electing Officers and for such other business as may come before the meeting. The term of the newly elected officers shall run from December 1 of the current year thru November 30 of the following year.

Section 2. General meeting will be held each month for the purpose of transacting business, conducting programs of general interest and promoting Amateur Radio.

Section 3. Should it be deemed necessary by the majority of those members present at any meeting that a special meeting must be called for any reason whatsoever, then all members of record must be notified by mail of the time and place and reason for such a special meeting.

Section 4. Notice of all meetings, both regular and special shall be transmitted by electronic mail to all members unless they have indicated otherwise. The United States Postal Service (USPS) will be used if electronic mail is not acceptable.

Section 5. All regular meetings will be held in Arlington County, Virginia, and at such location which will afford no cost to the Club or its members unless facilities are not available; at which time, all members will receive such notice by electronic mail or USPS.

Section 6. At all meetings, both regular and special, where a vote is required and a quorum, as set forth in the Constitution or these By-Laws, is not present, such business that comes before the Membership will be deferred until the next regular meeting and all members will be notified by electronic mail or USPS again of such business requiring a quorum and that same business will be transacted upon by the majority of those members present.

Section 7. The casting of all votes for both regular and special meetings will be done in person except when an electronic mail or USPS ballot is authorized. No proxy votes will be allowed.

Article V - Special Meetings.

Section 1. By majority vote of those members present, the Club may call a special meeting for any reason whatsoever.

Section 2. Should a special meeting be called for the purpose of conducting specific business or for voting on a specific issue, then, all members shall be notified of such business and a quorum must be present in order to conduct such business or casting such vote.

Section 3. Should a special meeting be called for the purpose of entertainment or education, whether in Arlington County, Virginia or not, then all members shall be notified by electronic mail or USPS but a quorum is not required.

Article VI - Officers

Section 1. The Officers of the Club shall be a President, a Vice-President, a

Secretary, a Treasurer, and an Activities Chairman, each of whom shall be elected by a majority vote of the Membership for a term of one (1) year. Any two or more offices may be held by the same person except the offices of President and Secretary.

Section 2. Any Officer may be removed from office if the best interest of the Club is served thereby, provided that due notice has been given to the Membership as provided in Article IV, Section 6 of these By-Laws.

Section 3. A vacancy in any office will be filled at the next regular meeting by a majority vote of these members present provided, however, that due notice of such vacancy has been mailed to all members.

Section 4. The President shall be the principal executive officer in the Club and shall, when present, preside at all meetings, sign, with the Secretary, all applications for Membership, certificates of Membership and any other documents authorized by vote of the Membership.

Section 5. In the absence of the President or in the event that the President is unable or refuses to act, then the Vice President shall perform all duties of the President.

Section 6. In the absence of the President and the Vice- President, then the duties as set forth in Section 4 of this Article shall be performed by the next officer in order as set forth in Section 1 of this Article.

Section 7. The Secretary shall;

(a) be responsible for keeping the minutes of all meetings; (b) see that all notices are duly given in accordance with these Bylaws; (c) sign with the President or the Vice-President all documents as authorized by the Membership; (d) be custodian of all Club records including the roll of active Membership; (e) provide a current list of all active members and a copy of Robert's Rules of Order at all meetings both regular and special and act as Club Parliamentarian; (f) in general, perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned by the President.

Section 8. The Treasurer shall;

(a) have charge and custody of, and be responsible for, all funds of the Club; (b) receive and give receipts for moneys due and payable to the Club from any source whatsoever and deposit all such moneys in the name of the Club in such Bank or Depositories as may from time to time be selected; (c) keep sufficient records so as to account for all funds as accounts payable; (d) in general, perform all duties incident to the office of Treasurer and such other duties as may from time to time be assigned by the President.

Section 9. The Activities Chairman shall;

(a) organize and generally provide interesting, educational and informative programs for Membership meetings; (b) provide ideas for special programs designed for fund raising, Community Welfare and Club publicity; (c) organize special groups from within the Membership to provide the required help to accomplish all of those duties relating to the above mentioned; (d) in general, perform all duties incident to the office of Activities Chairman and such other duties as may from time to time be assigned by the President.

Article VII - Contracts, Purchases, Checks and Deposits

Section 1. By majority vote of these members present, any member(s) may be authorized to enter into any contract or execute and deliver any instrument in the name of the Club and such authority shall be confined to a specific instance.

Section 2. All purchases of equipment or services shall be in the name of the Club and must first be approved by a majority vote of these members present should the total expenditure, including installment payments, exceed Twenty Dollars (\$20.00).

Section 3. All loans, installment purchases or contracts for services or equipment made in the name of the Club must first be approved by a majority vote of these members present.

Section 4. Funds of the Club not otherwise employed shall be deposited in the name of the Club except that the Treasurer may retain and be responsible for a cash fund not to exceed Ten Dollars (\$10.00).

Article VIII - Dissolution of the Club

Section 1. In the event that the Club should become inactive, then the Officers and all members available may, by majority vote of those members present, elect to dissolve the Club.

Section 2. Should such an event take place, then, after all accounts payable have been satisfied, all funds, property and assets owned by the Club shall be relinquished to the Foundation for Amateur Radio, Washington, DC., or some similar organization and the Club shall cease to exist.

ADOPTED this Eighteenth day of November, 2003 by a majority vote of those members present as witnessed by the signatures of the President and the Secretary of The Arlington Amateur Radio Club.

Henry J. Reed
President

Mike Skelley
Secretary