

MDARC Bylaws (approved May 16, 1997)

PREAMBLE: The object and purpose of the Mt. Diablo Amateur Radio club is to further the interest of Amateur radio and all those interested therein, to be of service to our community and country in times of need, to provide fellowship among our members, to promote harmony with all in our community, to maintain and develop strong leadership roles in amateur radio, to expand interest in communications technologies, to participate in education and public service, to promote amateur radio, to provide for growth of our hobby, and to increase friendship inside and outside the club.

ARTICLE I NAME AND OFFICERS

Section 1. This organization shall be known as the "Mount Diablo Amateur Radio Club", a non-profit California corporation. Its officers shall consist of a President, Vice President, Secretary and Treasurer. All terms of office shall be one year. Each officer shall hold a current United States amateur radio license.

Section 2. Officers and directors shall be elected by ballot mailed to all members in good standing. Said ballots shall be tabulated at the regular November meeting. Newly elected officers and directors shall take office on the first of January.

ARTICLE II CLUB DUTIES AND/OR AUTHORITY

Section 1. PRESIDENT

- 1.1 Duties shall be to call and preside over all official meetings.
- 1.2 Shall appoint all necessary committee chairs.

Section 2. VICE PRESIDENT

- 2.1 Duties shall be to assist the President in the discharge of the President's duties and to preside in the President's absence.
- 2.2 Shall also be the program chairperson.

Section 3. SECRETARY

- 3.1 Shall record the minutes of all official meetings and maintain a record of each for inspection by Club members.
- 3.2 Shall execute all necessary correspondence.
- 3.3 Shall maintain all Club Historical records.

Section 4. TREASURER

- 4.1 Shall act as the Principal Financial Officer of the club; be custodian of all club funds; keep complete and accurate records of the receipt and disbursement of such funds.
- 4.2 Shall maintain a true and complete account of all club assets and liabilities including capital items and prepare formal written reports as of June 30 and December 31. These reports shall be published in the *Carrier*.
- 4.3 Shall report the financial condition of the club at each general membership meeting.
- 4.4 Shall be responsible for the preparation of all necessary tax filings with city, county, state and federal jurisdictions for the Board of Directors.
- 4.5 Shall prepare for Board of Director's approval, an annual budget of income and expense of the club and its committees and groups. Shall arrange to have the budget published in the *Carrier* not later than the February issue.

Section 5. EMERGENCY COORDINATOR

- 5.1 Shall coordinate club activities with RACES/ARES officials.
- 5.2 Shall maintain all records of information pertaining to those activities.
- 5.3 The emergency Coordinator shall hold a United States amateur radio license and shall be elected from the membership.

Section 6. BOARD OF DIRECTORS

- 6.1 The board of directors shall consist of the officers, four directors, and the emergency coordinator, all of whom shall be voting members, and are expected to attend all Board meetings.
- 6.2 Shall meet and conduct the general overall plan of club activities. Minutes of all general membership meetings and Board of Director's meetings shall be published by the secretary in the *Carrier*.
- 6.3 Shall be empowered to authorize payment of any bills not exceeding \$200 that are not an approved budget item and shall be empowered to authorize payment of increases in budgeted items that do not increase the value of the budgeted item by more than \$200.
- 6.5 The Board of Directors may appoint a duly qualified regular club member to fill out the unexpired term of any office vacated by resignation, death or removal.
- 6.6 The four Directors shall be elected from United States licensed amateurs of the membership. Two shall be elected each even-numbered year, term of office to last two years. The second two directors to be elected in odd-numbered years for a two year period.

ARTICLE III MEETINGS**Section 1. REGULAR MEETINGS**

- 1.1 Regular meetings shall be held on the third Friday of each month, or at other times, when called by the president or a majority of the membership.

ARTICLE IV . MEMBERSHIP**Section 1. REGULAR MEMBERSHIP**

- 1.1 Any person sincerely interested in Amateur Radio is eligible for membership regardless of race, creed, sex, or national origin.
- 1.2 Membership may be revoked after a review by the Board of Directors and a majority vote of the membership for any of the following: a) Serious infraction of the Radio Laws, Regulations and Treaties of the United States of America. b) Non-payment of dues. c) Failure to abide by these by-laws. A member whose membership has been revoked may apply for reinstatement of membership not sooner than one year from the date of the revocation.
- 1.4 Dues delinquent after January 31 automatically stand the member suspended. Reinstatement may be made upon payment of dues. A member in good standing shall be one whose membership has not been suspended nor revoked.
- 1.5 Additional family members must reside at the same address and one copy of the *Carrier* will be mailed to that family address unless otherwise requested.

ARTICLE V . FINANCE**Section 1. FINANCE**

- 1.1 Any changes in the annual dues shall be voted upon by the Board of Directors and approved by a simple majority of the membership at a regular membership meeting. A proposal to revise the dues shall be published in the *Carrier* one month before a planned vote and the month of the planned vote.
- 1.2 Club expenses may be defrayed by dues, donation, auctions or benefit, but not by assessment.
- 1.3 All authorized checks shall be signed by the Treasurer, or any other officers designated by the Board of Directors.
- 1.4 Motions to expend non-budgeted club funds shall normally be presented to the Board of Directors prior to presentation to the membership at a regular meeting. Motions made at a regular membership meeting to expend funds not included in the budget shall not be acted upon at that meeting. Authorization to spend the proposed money shall be referred to the Board of Directors and no expenditure shall be made without their affirmative vote.

ARTICLE VI- NOMINATING COMMITTEE**Section 1. NOMINATING COMMITTEE**

- 1.1 The nominating committee shall consist of three members appointed no later than the August Club meeting by the President.
- 1.2 It shall be the duty of the Nominating Committee a)to procure candidates for each office, b)to qualify nominated members as to membership and willingness to accept the nomination, c)to receive and tabulate ballots.
- 1.3 Nominations in all forms to shall be presented at the September meeting. Any UnitedStates licensed member may be proposed for nomination from the floor at the September meeting. The nominees' names shall be published in the October and November *Carriers*.
- 1.4 Ballots shall be mailed in the month of November. Voting may be by mail, with receipt required at the Club's post office box prior to the November meeting, or in person at the November meeting. A teller's committee shall be appointed by the President and the results of the election shall be announced at the November meeting.

ARTICLE VII- BY-LAWS REVISION**Section 1. REVISION**

- 1.1 An amendment to the by-laws may be initiated by the Board of Directors or by written request to the Board of Directors signed by five members of the club. In order to be effective the proposed amendment shall be presented to the Board of Directors, published in the *Carrier*, and approved by two-thirds of the members present at the next regular membership meeting following such publication.

ARTICLE VIII- PUBLICATION**Section 1. PUBLICATION**

- 1.1 There shall be an official publication maintained by the Mt. Diablo Amateur Radio Club in the form of a newsletter to be published monthly and called the "*Carrier*". The editor and staff shall be appointed by the board.
- 1.2 The financing of the *Carrier* shall be from the club's treasury.