

BY-LAWS
HANNIBAL AMATEUR RADIO CLUB, INCORPORATED

ARTICLE 1: **NAME**

The name of this organization is "Hannibal Amateur Radio Club, Incorporated", a State of Missouri General Not for Profit Corporation. In these By-Laws, the abbreviation "Club" will be used.

ARTICLE 2: **Purposes**

The purposes of this club are to promote association between persons interested in amateur radio, to further the exchange of information and cooperation between members, to promote the advancement of radio knowledge, technical skills, and operating procedures, and to conduct Club programs and activities in such a manner as to advance interest in and enjoyment of amateur radio in the Hannibal, Missouri area.

ARTICLE 3: **Membership**

Full membership is open to licensed amateur radio operators. Associate membership is open to those who have a bona fide interest in amateur radio and who wish to support the purposes of the club, even though they are not licensed radio amateurs. Applications for membership shall be submitted at regular Club meetings and shall require a majority vote of those members present at a meeting when a quorum is present. Full membership shall include all Club privileges, including the voting rights and the right to hold Club office as set forth in these By-Laws. Associate members shall be non-voting and shall not be entitled to hold elective club office. The Club, by majority vote of those present and entitled to vote at a meeting when a quorum is present, may select one or more individuals for Honorary Life Membership in the Club, in recognition of distinguished service to the Club and to amateur radio. Dues for Life Membership shall be waived.

ARTICLE 4: **Dues**

Membership dues are \$20.00 annually for Full members, payable in advance. First year club dues shall be waived for new Amateurs licensed through club sponsored training or classes. All dues and assessment shall be waived for Life members. Membership dues for Associate members shall be \$5.00 annually, payable in advance. Any family member(s) of a Full club Member, living at the same address, who hold a valid Amateur license, shall be assessed dues at the rate of \$5.00 per person annually, payable in advance for Full club membership privileges.

B. No dues shall be prorated for a partial year, except that dues paid in the last three months of any calendar year shall constitute payment for the remainder of that year and the following calendar year. Upon a minimum of ten (10) days written notice to the membership, and upon a majority vote of those members present at a meeting at which a quorum is present, membership dues may be changed, or additional assessments levied against the membership for Club purposes. Nonpayment of annual dues by the March meeting of any year shall result in automatic termination of club membership, with no vote or action required. Nonpayment of assessments within the time fixed by the Club, shall upon a majority vote (of those members present at a meeting at which a quorum is present) constitute grounds for termination of Club membership.

C. Club dues for Active-Duty Military and members of all branches of the Reserves shall be waived for the duration of their service. The members will need to notify the President and Treasurer of their status each year at the beginning of the year to retain the waiver. If at any time the member separates from the Military or Reserves, they shall immediately notify the President and Treasurer of their separation and eligibility for assessment of club dues.

ARTICLE 5: **Officers and Directors**

A. Elected officers of the Club shall be: President, Vice-President, Secretary, Treasurer and Trustee, who shall also serve as the Board of Directors, which shall consist of said five (5) officers. No person shall hold more than one elected office at any time.

B. The Board of Directors shall, by resolution, appoint a Registered Agent (Trustee) and designate a Registered Office for the Club.

C. The officers and directors of the Club shall be elected for a term of one (1) year beginning at the January Club meeting. Nomination for officers and directors shall be accepted at the November meeting of the Club. Election of officers and directors shall be at the annual meeting in December by a majority vote of those members present.

D. Vacancies occurring between elections shall be filled by a special election held at the first regular meeting following the withdrawal or resignation, except that a vacancy in the Office of President shall be automatically filled by the Vice-President. A special election shall then be held to fill the office of Vice-President.

ARTICLE 6: **Duties of Officers and Directors**

A. The President shall preside over all meetings of the Club, appoint committee chairmen and other appointed offices or positions, execute contracts and documents authorized by the Club and perform such other duties as specified in the By-Laws or authorized by law.

B. The Vice-President shall assume the duties of the President in the event of the inability of the President to serve and perform such other duties as may be assigned by the President.

C. The Secretary shall maintain a record of all proceedings and the actions taken at all meetings, carry on all correspondence, and prepare and submit such corporate reports as may be required.

D. The Treasurer shall receive and disburse all funds and keep accurate records thereof. The Treasurer shall make no disbursements without prior authorization by a majority vote of those members present at a meeting at which a quorum is present, except that the Board of Directors by a majority vote may authorize disbursements for reasonable and necessary expenses for Club purposes which require prompt payments, provided there are sufficient funds on hand. Any such expenditure shall be submitted to the membership for ratification at the next regular meeting.

E. The Trustee (also known as the Registered Agent) shall be responsible for all Club licenses and calls. The Trustee shall keep all records and make all reports required by the Federal Communications Commission and make periodic reports thereon to the membership.

ARTICLE 7: **Meetings**

A. The annual meeting of the Club, for the election of officers and such other business as may properly come before the meeting, shall be held on the second Wednesday of December each year.

B. Regular monthly meetings shall be held on the second Wednesday of each month at a place designated by the Board of Directors and may be cancelled by the Board of Directors in the event of inclement weather or other serious conflict.

C. Special meetings may be called by the Board of Directors or upon the written request of any five club members. Except in cases of emergency, at least three (3) days' notice shall be given. Notice by mail or phone of any special meeting and the business to be transacted at the special meeting shall be given to the membership.

D. Meetings on the air may be called by the Board of Directors but any formal action taken should only be in the event of emergency or other serious condition requiring immediate action.

ARTICLE 8: **Quorum**

Fifteen percent (15%) of the dues paying and life members, or 7 members, whichever is less present in person, to include at least 2 Board members, shall constitute a quorum for the transaction of business at any meeting. This may also include a written proxy of a member filed with the president.

ARTICLE 9: **Amendments**

These By-Laws may be amended at any regular meeting of the Club by a two-thirds vote of those members present at which a quorum is present, provided that the amendment has been submitted in writing at the previous regular meeting and at least ten (10) days notice by email from the Secretary or by Club newsletter of such proposed amendments shall be given to the membership. The proposed amendment must be signed by the member submitting it and be seconded by another member to be considered at the next meeting.

ARTICLE 10: **Parliamentary Rules**

The rules contained in the current edition of Roberts Rules of Order Newly Revised shall govern the Club in all cases to which they are applicable and in which they are not inconsistent with these By-Laws and any special rules which the Club may adopt.

Approved: _____
(Date)

By: _____
President

Attest: _____
Secretary