



HURST AMATEUR RADIO CLUB BYLAWS



ARTICLE I – CLUB NAME

- A. The name of the club shall be HURST AMATEUR RADIO CLUB (hereinafter referred to as “Club”).

ARTICLE II – PURPOSE

- A. The Club is organized as an unincorporated Association that conducts charitable, scientific, and educational activities exclusively within the meaning of section 501(c)(3) of the IRS code.
- B. The club promotes community volunteerism through civic and emergency management activities by the promotion of the Amateur Radio Service as described in Title 47, Part 97 of the Code of Federal Regulations.

ARTICLE III – OBJECTIVES

- A. The objectives of the Club, as an unincorporated association, are to:
 - 1. Promote the proper use of Amateur Radio
 - 2. Educating the users of radio equipment
 - 3. Aid in disaster/emergency communications
 - 4. Promote, generate, and encourage interest in Amateur Radio
 - 5. Assist the community through voluntary communication service

ARTICLE IV – STRUCTURE

- A. The internal affairs of the Club shall be regulated by these Bylaws, and the Executive Board shall supervise the management of the affairs of the Club in accordance with these Bylaws.
- B. The Club shall not directly or indirectly engage in any activity:
 - 1. That will prevent this Club from qualifying (and continuing to qualify) as an association described in Section 501(c)(3) of the Code and regulations thereunder, or
 - 2. Which is prohibited by an organization that makes contributions to, and which are deductible under Section 170(c)(2) of the Code and regulations thereunder.

- C. The business of the Club shall be conducted by an Executive Board elected by the Club membership.
- D. The Executive Board shall conduct Club business and activities in accordance with these established Bylaws.

ARTICLE V – APPLICATION FOR MEMBERSHIP

- A. Membership in the Club shall be restricted to individuals who concur with the purpose and objectives established by the Club in Article II and III.
- B. Anyone desiring to join the Club shall be granted full membership privileges upon submitting a completed application form to be reviewed by the Club President, payment of appropriate dues as provided for in Article VI and being entered in the Club Roster thereby becoming a member.
- C. The following Membership levels will apply:
 - 1. A Member in good standing (Member) is defined as an individual whose dues are current and who has no pending disciplinary action before the Executive Board. A Member may vote and hold office.
 - 2. A Family Member is defined as person(s) living in the same household as a Member who has purchased a family membership provided for in Article V. Family Members may vote and hold office.
 - 3. Honorary Lifetime Member is defined as a Member who has been awarded Lifetime Membership status for recognition of meritorious and distinguished contributions to the club or the Amateur Radio Service.
 - a) Nominations for Honorary Lifetime Member status must be made, in writing, by three (3) members of the Executive Board.
 - b) The Executive Board shall consider nominations for presentation to the club membership.
 - c) Honorary Lifetime Member status is awarded by a majority vote of Members in good standing present at any regular meeting.
 - d) An Honorary Lifetime Member shall pay no dues and shall retain all the privileges of a Member.
 - 4. Any Member or Family Member may hold office provided they meet any additional requirements specified in Article VII.

ARTICLE VI - FUNDING ISSUES

A. No part of the net earnings of the Club shall inure to the benefit of, or be distributable to its members, directors, officers, or other private persons, except that the Club shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article II hereof.

B. DUES

1. Dues shall be recommended by the Executive Board for individual and family membership and approved by a two-thirds vote of the members in good standing present at any regular meeting.
2. Annual membership dues shall be paid during the month of June each year. The fiscal year is defined as June 1 through May 31.
3. New members joining between June and November shall pay the full applicable rate for an entire fiscal year's membership. New members joining between December and May shall pay one-half of the applicable rates for membership through the end of the fiscal year.
4. Prospective members applying for individual membership to the club within one (1) year of being licensed by the FCC as amateur radio operators for the first time are eligible to have the first year of club dues waived. Eligible members under this provision who joined between June and November are not required to pay dues until the June 1st after the date of the acceptance of their membership application. Eligible members under this provision who joined between December and May are not required to pay dues until June 1st one year after the date of the acceptance of their membership application.
5. Members whose club financial obligations are current are members in good standing as defined in Article V, Section C, paragraph 1.

C. DONATIONS

1. Donations to the club shall be used in accordance with Article II.
2. Donations will only be used to accomplish the objectives set forth in Article III.
3. If it's determined a donation would violate Article II or Article III, the donation shall be returned to the donor.
4. Under no circumstance will the club accept a donation which would invalidate any non-profit status of the club.

D. GRANTS

1. Grants to the club shall be used in accordance with Articles II and III.
2. Grants will only be used to accomplish the objectives set forth in Article III.
3. Under no circumstance will the club accept a grant which would invalidate any non-profit status of the club.

ARTICLE VII – VOTING RIGHTS

- A. Only members in good standing shall have full Club voting rights.

ARTICLE VIII – RULES OF ORDER FOR CONDUCTING CLUB MEETINGS

- A. The meeting chairperson shall conduct the Club meeting in a manner that will permit each member to express his/her opinion in regard to Club management.
- B. The meeting chairperson may elect to follow ROBERT'S RULES OF ORDER (ROBERT'S RULES) when the adoption of such rules serves the Club's best interest.
- C. A motion may be made by any member at any Club meeting requesting that the meeting be conducted in accordance with ROBERT'S RULES. The meeting chairperson shall call for a vote by the attending members on the motion and conduct the meeting as directed by the vote.
- D. When a meeting is being conducted in accordance with ROBERT'S RULES, the meeting chairperson shall appoint a Sergeant-at-Arms who shall interpret and instruct the membership of the correct procedures.

ARTICLE IX – OFFICER ELECTIONS

- A. The Club shall elect, from the membership, the following Club officers: PRESIDENT, VICE PRESIDENT, SECRETARY, TREASURER each for a one-year term, and NOT LESS THAN FOUR NOR MORE THAN SIX DIRECTORS AT LARGE. Two (or three) directors at large shall be elected each year for a two-year term and staggered so as to maintain continuity of the Board of Directors.
- B. Officer Elections shall be finalized at the May business meeting of each year. It shall be at the board's discretion to present the election process in one of the following forms:
 - 1. Electronic use means that the club has previously approved.
 - 2. A paper ballot, distributed to active membership present during the business meeting.
 - 3. Combination of both electronic and paper ballot.
- C. Annually, the President shall call for nominations and accept nominations from any member in good standing. If more than one person is nominated for a position, an election shall be conducted during the May membership meeting. For those positions for which only one nomination has been received, those officers may be elected by acclimation upon a motion to do so by the general membership.

- D. There shall be a joint meeting between the outgoing and the incoming officers before the June business meeting to execute an orderly transfer of business and records. The newly elected officers shall preside at this meeting.

ARTICLE X – DUTIES OF ELECTED OFFICERS

- A. PRESIDENT – The President shall preside over all meetings of the Club, be an ex-officio member of all Committees, promote growth of the Club and perform all duties that normally pertain to the office of the President. In the event of a vacancy in this office, the Vice President shall finish the term and duties of the President.
- B. VICE PRESIDENT – The Vice President, in the absence of the President, shall preside over all meetings of the Club and perform such other duties as usually pertain to the office, or which may be assigned by the President.
- C. SECRETARY – The Secretary shall be responsible for the Club records and present to the membership the minutes of the previous meeting prior to being accepted as permanent Club records. The Secretary shall maintain job descriptions for each of the elected offices.
- D. TREASURER – The Treasurer shall be responsible for Club funds – Income and Disbursements – and for the financial records of the Club, collect all Dues and Fees, and make disbursements as authorized by the Executive Board. A monthly report on the finances of the Club shall be made at each regular meeting. Make required State and Federal reports at least annually.
- E. Authorized signatures for all financial transactions shall be either the Treasurer, Vice President, or the President.

ARTICLE XI – EXECUTIVE BOARD

- A. The Executive Board shall consist of the Officers and Directors provided in Article IX.
- B. Each Officer and Director shall be a member in good standing and at least 18 years of age.
- C. In the event of a vacancy on the Executive Board, the remaining members of the board shall vote on a replacement.
- D. The Executive Board shall determine the policies of the Club, approve the operating budget, take counsel with the Committees, and interpret the Bylaws.

- E. The Executive Board shall have the right to contract for all goods, services, and insurance, and the exclusive right and obligation to perform the functions of the Board, except as otherwise provided herein.
- F. Each of the Directors may be assigned by the President to head a particular Club objective.
- G. The assigned Director shall coordinate with Committees and the Executive Board in regard to funds, Club policy, etc.
- H. The Executive Board shall meet at the call of the President. Members are invited and encouraged to observe these meetings; however, the Executive Board may convene behind closed doors as they deem necessary.
- I. No business may be transacted at an Executive Board meeting unless a quorum of at least 50% of the Executive Board members are present.
- J. Only members of the Executive Board shall be allowed to vote at Executive Board meetings.

ARTICLE XII – COMMITTEES AND APPOINTED POSITIONS

- A. Committees shall be appointed by the President or by the assigned Director.
- B. All Committees shall consist of as many members as deemed necessary by the President or by the assigned Director.
- C. The Club President has the power to appoint positions, as necessary, to perform Club functions not specifically noted herein.
- D. These appointed positions are not elected Executive Board positions, but members of the aforementioned committee groups who can hold appointed positions.

ARTICLE XIII – CLUB MEETINGS

- A. The Club shall hold a regularly scheduled meeting each month unless canceled or rescheduled by the Executive Board.
- B. The third Monday of each month shall be considered the regular meeting date unless otherwise specified.
- C. The Club shall have such other meetings, as the Club deems necessary.

ARTICLE XIV – AMENDMENTS

- A. Any amendment to these Bylaws may be adopted by a two-thirds vote of the members in good standing present at any regular meeting, provided written notice of the proposed amendment(s) shall have been distributed by email or US Mail to all active members 30 days before the meeting.

ARTICLE XV – DELEGATIONS

- A. Delegations or Special Committees shall be appointed by the President, subject to approval of the Executive Board, to represent the Club at any convention, meeting, or assembly, as may be necessary. Such Delegations or Committees shall exercise only those powers specifically vested in them by the Executive Board.
- B. Such Delegation shall have no authority to bind or obligate the Club for any expense or take any action contrary to the expressed policy of the Club.
- C. The President shall either serve as Chairperson of such Delegations or appoint a Chairperson.

ARTICLE XVI – MISCELLANEOUS PROVISIONS

- A. No Officer, Director, Committee, Committee Chairperson, Committee Member, or Member of this Club shall have the power to incur any liability without the authority of the Executive Board, or to exceed the maximum appropriation authorized by the Board.

ARTICLE XVII– DISSOLUTION

- A. In the event the club votes to dissolve all the club's assets either be sold at market value as determined by prevailing prices on eBay, hamcity, eham and given to other 501(c)(3) ham radio organizations such as the ARRL.

ARTICLE XVIII– DISCIPLINE

- A. Any Member who is more than one month in arrears of any financial obligation to the Club shall forfeit their membership. Forfeited membership may be reinstated by making payment of the obligation.
- B. A Member may be expelled from the Club for conduct unbecoming a Member. Alleged violations shall be reviewed by the Board and may be presented to the Club for action. Expulsion of a Member shall be by a two-thirds vote of the Members in good standing present at a regular meeting.
- C. Any person whose membership in the Club has been terminated in any manner shall forfeit all interest in any funds or other property belonging to the Club, and the right to vote, or to use the Club's name, emblem, or equipment.

ARTICLE XIX – INTERPRETATION

A. The interpretation of these Bylaws shall be the duty of the Executive Board.

Voted on and approved by the membership of the Hurst Amateur Radio Club on (Date to be added upon approval of the membership).

Paul Harrington, W5PFH President

John Skier K5SKR Vice-President