

CUYAHOGA FALLS AMATEUR RADIO CLUB, INC.

BYLAWS

I. Amending the Bylaws

- A. These Bylaws may be amended by a three-quarters favorable vote of those present and voting, providing a quorum is in session. Amendments may be introduced at any business meeting and voted on the following business meeting.

II. Club Membership Year

- A. The club membership year will begin on July 1st and end on June 30th of the following year.

III. Meetings

- A. Two meetings are held each month on an established schedule. The first meeting is designated a business meeting with the second meeting designated as a fellowship meeting. No business is conducted at the fellowship meeting unless there is a timely need.
- B. Meetings may be rescheduled to accommodate scheduling concerns.

IV. Voting Requirements

- A. A quorum to pass on votes shall be fifteen percent of the voting membership rounded up to the next whole number.
- B. All votes will be by show of hands or secret ballot.
- C. All officer and committee reports must be accepted by the membership.
- D. Provisions for absentee voting in Officer Elections and to amend the Constitution or Bylaws will be provided and overseen by the Trustees.

V. Trustees

- A. Three (3) trustees shall serve. They shall initially be the current President, Immediate Past President, and Past Past President.
- B. At each officer election on odd numbered years a new trustee is elected to replace the longest serving trustee. To qualify to be a trustee a member must have been a member for the immediately previous 5 years and must not be an officer. A trustee ceases to qualify for the office if they either become an officer or leave the club.
- C. Trustees are required to present a report of their findings at the first meetings of April and November, and at any other time deemed prudent by the trustees. The April report will include a financial audit.
- D. In the event that a trustee is unable to continue as a trustee, a replacement trustee must be nominated from qualifying club members. The membership will vote to approve the replacement trustee. This replacement trustee will serve the remaining term of the trustee they are replacing.
- E. The Trustees are the overall coordinating body of the club. It has general control over all officers, members, committees, and budgets including oversight of club finances, general operating procedures, club objectives; shall mediate disputes between Officers, and provide an annual financial audit. Its decisions are final unless overruled by two-thirds majority of the active members present and voting at a regular meeting of the club. The Club Trustees meet at least twice each year, at a time and place separate from the regular club meetings.

VI. Officer Elections

- A. Officer elections will be conducted according to the constitution.
- B. Officers must be members for the immediately previous 6 months at the time of elections.
- C. Nominations shall be taken at the May and June business meetings.
- D. Elections will be held on the July business meeting by secret ballot. Only members who have been members for the immediately previous three months may vote for officers.
- E. Newly elected officers take office at the end of the July business meeting.
- F. Officers may be removed by a three quarters vote if they have been absent for five or more consecutive meetings without reasonable justification.
- G. Officer positions that become vacant are filled by nominating candidates at a business meeting and then voting on those candidates at the next business meeting.

VII. Officer Duties

- A. President – Shall conduct the meetings in an orderly fashion and otherwise coordinate the activities of the club.
- B. Vice President – Shall perform the duties of the President if the President is not available for any reason. The Vice President will also coordinate suitable programs for the fellowship meeting.
- C. Treasurer – Shall coordinate all financial matters of the club including the collection and disbursement of all funds. The treasurer will also keep records of all transactions and report to the membership at business meetings our current financial status.
- D. Secretary – Shall record all business meeting minutes and provide a suitable copy to be published in the newsletter and on the web page.
- E. Radio Officer – Shall be responsible for tracking of the club's radio related equipment and the operation of any equipment (such as the repeater).

VIII. Financial Expenditures

- A. Any expenditure over \$100 must be voted on by the membership.
- B. Any expenditure of \$100 or less may be approved by the consent of three officers or trustees (other than the requester) if an urgent need is determined. Such approvals must be reported to the membership at the next business meeting.
- C. Requests for reimbursement must be made in a timely manner, within 30 days of the expense. If an expense is not presented in a timely manner which causes the club to pay additional taxes the club may, with the approval of 3 officers or trustees, may require that the club be reimbursed for those additional taxes.

IX. Membership

- A. A Membership Chairman will keep records of members and process new member applications. If there is no Membership Chairman the Secretary will perform these duties.
- B. New membership in the club is granted on a provisional basis upon application, subject to challenge.
- C. New membership applications are announced by the Membership Chairman at the next regular business meeting. A previous member who has not been a member for one or more years will be considered to be a new member.
- D. New membership applications may be challenged when announced by the Membership Chairman. The details of the challenge will not be openly debated. Any challenged membership will be investigated by the Membership Chairman, according to established procedures, with the findings of that investigation reported at the next

- regular business meeting. At that time the membership may be asked to vote on the membership based on those findings.
- E. Members may be permanently removed from the club at a regular business meeting by a three-quarters vote of the then-present members. No refund of dues will be made. A member may appeal the removal within 30 days of the vote. The valid reasons for removal are:
 - 1. Malicious damage or abuse of club property.
 - 2. (removed – FCC license revoked)
 - 3. Any club related activity that is inconsistent with the objectives and purposes of the club.
 - F. Members are considered to be in good standing only if their dues are paid up. Members are automatically removed from the roster if they fail to pay their dues within 60 days of the start of the club membership year. They can be reinstated at any time upon full payment of the year's dues before the end of the current club membership year.
 - G. Dues for membership are reviewed at the January meeting and may be changed at that time. They will become effective at the beginning of the next club membership year. Changes require a two-thirds affirmative vote of the members then-present.
 - H. The current dues (as of December 1, 2015) are \$20 per year. The first family member is \$5 per year. Additional family members are \$2 per year. The rates are pro-rated for new members on a quarterly basis, rounded up to whole dollars. Renewals are always for the full rate.
 - I. Membership dues are waived for licensed amateurs aged 18 years or younger at the beginning of the club membership year.
 - J. A current member may purchase a lifetime membership in the club by paying 20 times the current regular membership rate.
 - K. The club may grant specific exceptions for membership on a case by case basis with a three quarters vote.

Bylaws amended and approved on February 10, 2016.