

# **Constitution and Bylaws**

## **UTAH VALLEY AMATEUR RADIO CLUB**

Orem, Utah County, Utah

Initiated February 2016

### **Preamble**

We, the undersigned, wishing to secure for ourselves the pleasures and benefits of the association of persons interested in amateur radio, do hereby constitute ourselves the *Utah Valley Amateur Radio Club*, hereafter referred to in this document as "UVARC," and do enact this constitution as our governing law. UVARC is and shall always be: held as a public service, not-for-profit organization dedicated to serve the community in which it functions, i.e., as a volunteer group without compensation to its members or officers for any and all services provided.

### **Article I**

**Purpose.** UVARC is organized exclusively for charitable, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future tax code.

No part of the net earnings of UVARC shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that UVARC 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 the purpose clause hereof. UVARC shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, UVARC shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

### **Article II**

#### **Membership**

**Section I** - Any person, without regard to race, religion, creed, gender, age, sexual persuasion, or physical impairment, interested in amateur radio shall be eligible for membership in UVARC.

Membership shall be by application and election upon such terms as UVARC, by its bylaws, shall provide.

**Section II** - UVARC membership shall consist of full members, associate members, and temporary members.

**Section III** - Full members must hold a valid Amateur Radio operator's license and shall enjoy voting privileges in all UVARC general business.

**Section IV** - Associate members do not hold valid Amateur Radio operator's licenses and shall not enjoy voting privileges.

**Section V** - Temporary memberships, not to exceed three months, may be granted to newly licensed amateurs in order to introduce them to UVARC membership and proceedings. Temporary Members shall enjoy the same privileges as Associate Members.

### **Article III**

#### **Elected Offices**

**Section I** - The officers shall be: President, Vice President, Secretary/Treasurer, Activities Manager, Technology Officer, and Quartermaster. These officers along with the UVARC Trustee shall constitute the Executive Committee.

**Section II** - Officers shall be elected for a term of one year by ballot of a simple majority of those members present at the first regular meeting in the month of December and shall take office at the first meeting in January.

**Section III** - Vacancies occurring between elections shall be filled by special ballot or vote at the first meeting at which a resignation or withdrawal is announced.

**Section IV** - Officers may be removed for cause upon a motion of two-thirds majority vote of the members present at a regular or called meeting, provided a reasonable quorum members has been notified in advance by email or text message of the intent to do so.

### **Article IV**

#### **Duties of Officers**

**General** - No salaries or other compensation shall be paid to any officer of UVARC. No expenses except normal, recurring operating expenses (e.g., electric, insurance, property lease, etc.) may be obligated by any officer or member of UVARC without prior approval of the

membership. The Executive Committee may obligate funds not to exceed 100.00 USD for extraordinary or emergency purposes.

**Section I** - The President shall preside at all meetings of UVARC and the Executive Committee and shall conduct the same according to the rules adopted; the President shall enforce observance of this *Constitution and Bylaws*, decide all questions of order, sign all official documents adopted by UVARC, and perform the customary duties of the office of the President. The President shall appoint those offices necessary to accomplish the goals of UVARC as set forth in this *Constitution and Bylaws*.

**Section II** - The Vice President shall act in all absences of the President and shall secure all programs for regular meetings of UVARC.

**Section III** - The Secretary/Treasurer shall keep a record of the proceedings of all meetings and make them available for inspection by UVARC membership, keep a roll of the membership, submit applications for membership, carry on all correspondence, read communications at each meeting, and notify each member of every meeting of UVARC, except when excused by action of the bylaws. The Treasurer shall receive and receipt for all moneys paid to UVARC and keep an accurate account of all moneys received and expended. The Treasurer shall pay regular bills and special bills when properly authorized by UVARC or its officers. At each meeting, the Treasurer shall submit an itemized statement of receipts and disbursements. The Treasurer shall, at the expiration of his/her term, turn over to his/her successor everything in his/her possession belonging to UVARC.

**Section IV** - The Activities Manager shall organize UVARC radio operations activities and plan and recommend contests and other activities which benefit and advance general UVARC interest and activity. He/she shall encourage new stations to report activities to the UVARC newsletter editor, all of these things to make the reputations of UVARC and amateur radio activities in the community as visible and outstanding as appropriate. He/she shall appoint those committees or assistants necessary to aid in specific activities.

**Section V** - The Technology Officer shall be responsible for publicity via electronic (i.e., email, text message, Facebook, Twitter, etc.) and conventional (i.e., USPS, radio, phone, etc.) media. He/she shall disseminate or retract information regarding UVARC activities under the direction of the Executive Committee.

**Section VI** - The Quartermaster shall be in charge of the maintenance of UVARC physical properties. He/she shall maintain an inventory of such properties and shall provide an itemized list of such properties and their condition to his/her successor upon retirement from office. He/she shall provide the President with a schedule of workers and work days to be recruited by the President for equipment maintenance, inventory, etc.

## **Article V**

### **Meetings**

**Section I** - Regular meetings shall be held monthly at a time and place decided by a vote of two-thirds majority of the members present at a regular or called meeting, provided a reasonable quorum of members has been notified in advance by email or text message of the intention to do so.

**Section II** - Special meetings and meetings of the Executive Committee shall be called at the discretion of the President or his/her designated representative.

**Section III** - All proceedings during meetings shall be kept as informal as possible.

## **Article VI**

### **Dues**

**Section I** - UVARC, by two-thirds majority vote of members present at a regular or called meeting, provided a reasonable quorum of members has been notified by email or text message of the intent, may levy upon the general membership such dues or assessments deemed necessary for the organization within its objectives set forth in the Preamble thereof.

**Section II** - Senior citizens (age 65 and older), persons under 18 years of age, and disabled individuals who, by reason of their infirmity, have reduced income shall be assessed membership dues at a rate 50 percent of the full member annual rate in effect.

**Section III** - The Executive Committee may nominate a person to Lifetime Membership for outstanding service to UVARC or the community, no matter where the nominee may reside. The final decision shall be made by a two-thirds majority vote of the UVARC membership.

**Section IV** - A schedule of dues shall be published in the UVARC newsletter, *The Mega-What*, each December. Annual dues shall be payable in January, but may be pro-rated.

## **Article VII**

### **Member Assistance**

**Section I** - UVARC shall enact appropriate rules to minimize interference in operations between stations of its members; it shall formulate adequate plans for disposition of cases of interference to other radio services (where reported) as caused by any amateur station operation in the area of UVARC responsibility. UVARC, through designated Interference, Public

Relations, and Activities committees, will provide technical assistance and advice to members concerning equipment design and operation, and assist in frequency observance, pure emissions, and uniform operating practices of UVARC member stations. UVARC shall also maintain a program to foster and guide public relations in those channels favorable to amateur radio work.

## **Article VIII**

### **Removal of Members**

**Section I** - Any member whose Federal Communications Commission-issued amateur radio license is suspended or revoked with cause or who is assessed a fine or other penalty by the FCC shall be automatically removed from membership in UVARC.

**Section II** - Any member who operates his/her station in violation of Part 97 of the FCC Rules and Regulations, and who does not cease and desist from the aforementioned violations, may be removed from membership in UVARC.

**Section III** - Any member who causes adverse publicity to amateur radio or UVARC may be removed from membership in UVARC.

**Section IV** - Any member whose annual dues are in arrears for more than 60 days shall be removed from the membership rolls, but may be reinstated upon payment of said dues.

**Section V** - Any member desiring to bring charges against a fellow member shall appear before the Executive Committee and present the facts. The Committee shall investigate the aforementioned "charges" and rule on the case. The decision of the Committee shall be final. All records of arbitration shall be sealed, except for the resolution or decision of the Committee.

## **Article IX**

### **Amendment to *Constitution and Bylaws***

**Section I** - This *Constitution and Bylaws* may be amended by a two-thirds majority vote of UVARC members present at a regular or called meeting, provided a reasonable quorum of members have been notified by email or text message of the intent to amend this *Constitution and Bylaws* at said meeting.

## **Article X**

### **UVARC Property**

