

CONSTITUTION
of the
CALVERT AMATEUR RADIO ASSOCIATION

We constitute ourselves the *Calvert Amateur Radio Association* and enact this Constitution as our governing law. It shall be our purpose to further the exchange of information and cooperation between members, to promote radio knowledge, education and individual apportioning efficiency, and to so conduct Association programs and activities as to advance the general interest and welfare of Amateur Radio in the community.

ARTICLE I: MEMBERSHIP

All persons interested in Amateur Radio communication shall be eligible for membership. Membership shall be by application and election upon such terms as the Association shall provide for its By-laws.

ARTICLE II: OFFICERS

SECTION 1 - The officers of this Association shall be: President, Vice-President, Secretary and Treasurer.

SECTION 2 - The officers of this Association shall be elected for a term of one year by a ballot of the members present, provided there be a quorum, at the annual meeting.

SECTION 3 - Vacancies occurring between elections must be filled by special election at the first regular meeting following the withdrawal or resignation.

SECTION 4 - Officers may be removed by a three-fourths vote of the membership.

ARTICLE III: DUTIES of the OFFICERS

SECTION 1 - The President shall preside at all meetings of the Association, and conduct them according to the rules adopted. He/she shall enforce due observance of this Constitution and By-laws; decide all questions of order; sign all official documents adopted by the Association, and perform all other duties pertaining to the office of the President.

SECTION 2 - The Vice-President shall assume all the duties of the President in his/her absence. In addition, he/she shall organize the Association's activities, plan and recommend contests for the operating benefit, and advance the Association's interest as approved by the Association. He/she shall maintain close liaison with the section Emergency Coordinator to further participation in the Amateur Radio Public Service Corps.

SECTION 3 - The Secretary shall keep a record of the proceedings of all meeting, keep a roll of members, submit membership applications, carry on all correspondence, read communications at

Comment [DB1]: Change to 'vote'.

Comment [DB2]: meeting for the Election.

each meeting, and mail written meeting notices to each member. At the expiration of his/her term, he/she shall turn over all items belonging to the Association to his/her successor.

SECTION 4 - The Treasurer shall receive and receipt for all moneys paid to the Association; keep an accurate account of all moneys received and expended; pay no bills without proper authorization by the Association or its officers constituting a business committee. At the end of each quarter she/he shall submit an itemized statement of the disbursements and receipts. At the end of his/her terms him/she shall turn over everything in his/her possession belonging to the Association to his/her successor.

Comment [DB3]: Change to 'monies'

ARTICLE IV: MEETINGS

The By-laws shall provide for regular and special meetings. At meetings, a minimum of **four members and one officer** shall constitute a quorum for the transaction of business.

A. Robert's Rules of Order, latest edition, shall be recognized as the authority of procedures governing any regular or special meeting, when not in conflict with the Constitution or these By-laws.

ARTICLE V: DUES

The Association, by majority vote of those present at any regular meeting, may levy upon general membership such dues or assessment as shall be deemed necessary for the business of the organization. Non-payment of such dues or assessment shall be cause for the expulsion from the Association within the discretion of the membership.

ARTICLE VI: MEMBERSHIP ASSISTANCE

The Association, through designated Interference, Public Relations, Operating and Repeater committees will provide technical advice to members concerning equipment design and operation to assist in frequency observance, clean signals, uniform practice, and absence of spurious radiations from member stations. The Association shall also maintain a program to foster and guide public relations.

Comment [DB4]: Is this Article Necessary? We provide assistance when and if we can but does not need to be in our Constitution. **Delete Article VI:**

ARTICLE VII: ELECTION of OFFICERS

SECTION 1: On or about October 1st of each year, the Secretary shall notify all members of the Association that the annual election of Officers will be held at the regular meeting of the Association during the month of November.

SECTION 2: The term of office of any Officer of the Association shall be one calendar year, beginning January 1st and ending December 31st.

SECTION 3: Any Officer may succeed himself/herself in office, if elected.

SECTION 4: At the regular meeting in the month of November, the presiding Officer will accept nominations from the floor. An election will be held and the candidate for each office who receives the majority votes of the members present is elected.

SECTION 5: Nominees for office shall give their approval before becoming a candidate for office.

ARTICLE VIII: EXPULSION

A member may be expelled from membership in the Association in the following manner:

A. Proposed expulsion of a member shall be openly discussed at a regular or special meeting and the reason(s) for expulsion explained. All members of the Association will be notified of this meeting.

B. The Secretary shall notify the affected member at least seven days in advance of the next meeting, at which time a vote of the members will be taken. A simple majority vote of the membership present shall be necessary for expulsion.

ARTICLE IX: USE of ASSOCIATION'S EQUIPMENT by TRANSIENT AMATEURS

Usage of Association equipment's by transient persons processing a valid Amateur Radio License is both welcomed and encouraged providing that all applicable Federal Communications Commission and Association rules and regulations are strictly adhered to.

ARTICLE X: AMENDMENTS

This Constitution or the By-laws may be amended by a **two-third's majority** vote of the membership present provided the following conditions have been met: The proposal(s) for an amendment(s) shall be submitted in writing at a regular meeting and shall be voted on at the next meeting following the regular meeting, provided all members have been notified **by mail** of the intent to amend the Constitution or the By-laws at said meeting.

Comment [DB5]: Delete 'by mail' since there are many other methods of notifying that can be done.

Date of Adoption: February 13, 1995

CALVERT AMATEUR RADIO ASSOCIATION

BY - LAWS

1. SECRETARY: It shall be the duty of the Secretary to keep the Constitution and By-laws of the Association and have the same with him/her at every meeting. The Secretary shall note amendments, changes and additions of the Constitution and shall permit it to be consulted by members upon request.

2. MEMBERSHIP: Full membership is open to all licensed amateurs. Associate membership is open to those activity engaged in a class leading to an Amateur Radio license and all other persons interested in Amateur Radio. Full membership includes all the Association privileges as well as rights to hold office and to vote for officers. Associate membership includes all Association privileges except the right to hold office or to vote for Association officers. Applications for membership shall be submitted at regular meetings.

A. Any person who was included in the original organization of this Association will be considered as a CHARTER MEMBER.

B. Membership in the Association will be for one calendar year, beginning January 1 and ending December 31.

C. Members are required to pay dues annually; otherwise they will become a Delinquent member.

1. A Delinquent member has one year to be reinstated into the Association after becoming a Delinquent member to become a Full/Associate member. From then on will have to join as a new member of the Association.

2. A Delinquent member has no Association privileges or rights.

D. Members of *Southern Patuxent Amateur Radio Club (SPARC)* shall be Associate Members of the *Calvert Amateur Radio Association (CARA)*.

E. New members shall be voted into the Association at a General Meeting.

Comment [DB6]: Change tp "Amateur Radio Operators".

Comment [DB7]: A Delinquent member who fails to become reinstated may join as a new member of the Association.[the current sentence is bad English]

Comment [DB8]: Delete from By-Laws

Comment [DB9]: Add Article 2E:

3. MEETINGS: Regular meetings shall be held on the first Thursday of each calendar month.

1. If man-made or natural hazard may exist thereby creating a safety concern for a meeting to occur then the presiding Board member thereby may cancel the meeting. Notification of cancelled meeting shall be given by the best means available.
2. Full Members at a General Meeting may decide by majority vote to cancel a future meeting.
3. The President upon the request of any three members may call a Special Meeting. Notification of the membership shall be by the best means available under the circumstances. Only such business as designated shall be transacted. Such notices shall be conveyed so that they are received not less than 24 hours before the meeting.
(Amended on March 7, 2002, General Meeting)

Comment [DB10]: Delete specific day, i.e., Thursday. Otherwise a Constitution amendment is require to chane the meeting day.

Comment [DB11]: Add Items 1 & 2 to Article 3. Meetings.

4. DUES: A regular annual assessment of twelve dollars per member is hereby assessed in accordance with the provision of Article V of the Constitution for the purpose of providing funds for expenses. This amount shall be pro-rated monthly through the calendar year.

A. Each family member's annual assessment shall be one dollar, provided such person(s) reside in the same household as a Full/Associate member.

1. Licensed Amateur Radio family member(s) shall have Full membership rights and privileges.
- 2 Non-licensed Amateur Radio family member(s) shall have Association membership rights and privileges.

B. Members may waive Dues for one calendar year for licensed Amateur Radio Operators of the United States Government military that are on Active Duty and have resided in Calvert County, Maryland.

C. Members may waive Dues for first time licensed Amateur Radio Operators for the calendar year in which they were licensed provided such Amateur Radio Operator has resident in Calvert County, Maryland.

D. Members may waive Dues for licensed Amateur Radio Operators that are legally Blind.

Comment [DB12]: Add Article 4B ,4C, and 4D

5. INTERFERENCE COMMITTEE: This committee shall consist of three members, appointed by the President. The committee shall direct investigation, invite proper inquiries, establish technical facts and testimony and report its results to the Association.

6. REPEATER COMMITTEE: This committee shall consist of five members, appointed by the President. The committee shall plan upgrades and expansions of CARA repeater(s), investigate questions by members and report status's to the Association. The committee will not be allowed to by-pass quorum votes. The committee will only report about, suggest or recommend changes or upgrades to the repeater system to the general membership.

6A. R.A.C.E.S. OFFICER shall be informed and approve of any change or maintenance of Amateur Radio equipment that is located on a Calvert County facility.

Comment [DB13]: Added section

7. PHONE-PATCH COMMITTEE: This committee shall consist of three members, appointed by the President. The committee shall investigate questions by members and report the status of the phone-patch to the Association. This committee will not be allowed to by-pass quorum votes. The committee will only report about, suggest or recommend changes to the phone-patch to the general membership.

Comment [DB14]: Delete Phone-Patch Committee

Date of Adoption: February 13, 1995

Revision A: June 12, 1995: Section 3; Change meeting from the second Monday to the fourth Monday.

Revision B:

Revision C: March 7, 2002 Section 3: Change meeting from fourth Monday to first Tuesday.