

BYLAWS
OF
Denton County Amateur Radio Club, Inc.

ARTICLE I. Name and Address

The name of this corporation shall be Denton County Amateur Radio Club, Inc. a/k/a Denton County Amateur Radio Association. The principal office shall be located at the residence of the registered agent.

ARTICLE II. Objectives

The corporation's purpose shall be to further the exchange of information and cooperation between members, promote the radio "art", help spread the amateur radio hobby to others, and conduct club programs and activities as to advance the general interest and welfare of amateur radio in the community and the Association.

ARTICLE III. Membership

- A) All persons interested in communications by amateur radio shall be eligible for membership.
- B) Application for membership shall be submitted as prescribed in the Standard Operating Procedures.
- C) Each applicant must express a willingness to abide by the rules of this Association and the rules and regulations of the Federal Communications Commission.
- D) Full Membership is open to any applicant who holds a current amateur radio license.
- E) Life Membership is available on a limited basis as allowed for in the Standard Operating Procedures.

- F) Only Full Members, including Life Members, have voting privileges on club matters.
- G) Associate Membership is open to any applicant not holding a current amateur radio license.

ARTICLE IV. Member Management

- A) The corporation shall be managed by its members.

ARTICLE V. Executive Committee / Officers

- A) The affairs of the Association will be governed by an Executive Committee.
- B) The Executive Committee shall be comprised of the officers of the Association.
- C) The officers of the Association shall consist of: President, Vice President, Secretary/Treasurer, Operations/Program Director, and Technical Director.
- D) The officers of the Association shall be elected for a term of one (1) year by ballot in accordance with the approved voting procedure as set forth in Article XV and detailed in the Standard Operating Procedures.
- E) Vacancies occurring between elections must be filled by special ballot, using the voting procedure set forth in the Standard Operating Procedures.
- F) Officers may be removed from office by a vote of two-thirds (2/3) of the membership.

ARTICLE VI. Officers

- A) President:
 - I. The President shall preside at all meetings of the Association and shall conduct the same according to the rules adopted by the Association.
 - II. The President shall enforce due observance of these bylaws, decide all questions of order, sign all official documents that are adopted by the Association and none other, and perform all other customary duties pertaining to the office of President.

B) Vice President:

- I. The Vice President shall assume all the duties of the President in the absence of the latter.

C) Secretary/Treasurer:

- I. The Secretary/Treasurer shall keep a record of the proceedings of all meetings, keep a roll of members, submit applications of membership, carry on all correspondence, read communications at each meeting, and mail written notices to members as necessary.
- II. The Secretary/Treasurer shall also receive and make receipts for all moneys paid to the Association.
- III. The Secretary/Treasurer shall keep an accurate account of all moneys received and expended.
- IV. The Secretary/Treasurer shall pay no bills without proper authorization.
- V. The Secretary/Treasurer will submit an itemized statement of disbursements and receipts each quarter. The Secretary/Treasurer shall turn over all possessions belonging to the Association to the incoming Secretary/Treasurer at the end of a term.

D) Operations / Programs Director:

- I. The Operations / Programs Director shall be responsible for all Association operations and programs.
- II. The Operations/ Programs Director shall coordinate various Association operations and programs.
- III. The Operations/ Programs Director shall appoint assistants as necessary to aid in fulfillment of these duties.

E) Technical Director:

- I. The Technical Director shall supervise the installation and maintenance of all equipment owned by the Association and shall coordinate the various technical endeavors of the Association.
- II. The Technical Director shall appoint assistants as necessary to aid in fulfillment of these duties.

III. The Technical Director shall be responsible for fulfilling any legal requirements of these activities.

ARTICLE VII. Committees

- A) The President shall appoint staff and committees from the membership from time to time to carry out Association projects or functions.

ARTICLE VIII. Meetings

- A) Regular meetings shall be held at such times and places as the Executive Committee shall decide.
- B) Meetings may be held in person, via telephone conference, videoconference, e-mail or other means as directed by the Executive Committee.
- C) A minimum of 10% of the voting members shall constitute a quorum for the transaction of Association business.
- D) Special meetings may be called by the President upon written request of any five (5) members.
- E) Notices shall be sent to members concerning special meetings and the business to be transacted. Such notices shall be sent as set forth in the Standard Operating Procedures.
- F) Minutes of the meetings shall be posted in the Association's newsletter.

ARTICLE IX. Standard Operating Procedures

- A) Overall day to day operations of the Association shall be governed by the Standard Operating Procedures(SOP).
- B) The Standard Operating Procedures may be modified by majority vote of the Association's Officers at any regularly scheduled Officer's Meeting or by a two-thirds majority of the members present and voting at a regularly scheduled Association meeting with approved modifications taking effect immediately.

ARTICLE X. Finances

- A) The Association, by majority vote of those present at any regular meeting of which there is a quorum, may levy upon the general membership such dues or assessments necessary of the organization in pursuit of its objectives as set forth in Article II.
- B) A regular yearly assessment shall be made of each full or associate member for membership.
- C) Dues are for one year and shall be up for renewal one year from the time of payment.
- D) Non-payment of dues or assessments shall be cause for cancellation of membership.
- E) All expenditures of over five hundred (\$500.00) dollars must meet the approval of two-thirds (2/3) of the voting members present at any meeting provided there be a quorum. Expenditures of \$200 to \$500 shall require the approval of a quorum of sitting officers. Expenditures of less than \$200 shall require the approval of the President and Secretary/Treasurer.
- F) The corporation will not use a common seal. The signature of the name of the corporation by an authorized person shall be legal and binding.

ARTICLE XI. Club Property

- A) All equipment installed for Association use shall become Association property by either donation or purchase except that equipment which is specifically loaned to the Association for temporary use or provided under government grant.
- B) Surplus equipment belonging to the Association may be disposed of as prescribed in the Standard Operating Procedures
- C) In the event this Association is dissolved or otherwise discontinues operations, all properties of the Association shall be disposed of to another non-profit organization with essentially the same statement of purpose as this Association, or to an unincorporated amateur radio club, or to a charity.
- D) An inventory of club property shall be maintained with the Secretary/Treasurer.
- E) The club may make a loan of equipment to Denton County Amateur Radio Emergency Service. Such equipment will remain the property of Denton

County Amateur Radio Association.

ARTICLE XII. Parliamentary Procedures

- A) Robert's Rules of Order shall be the basis for all matters of procedure not specifically covered by these bylaws.

ARTICLE XIII. Amendments of the Charter and Bylaws

- A) The charter and these bylaws may be amended, supplemented, or repealed by a two-thirds vote of the members present at any meeting at which a quorum is present. Before members may vote on an amendment to the charter or bylaws, notice must be given to members of the proposed amendment at a prior meeting of the membership, and in no case less than 30 days before the amendment is to be considered. Comments from the membership must be received no later than the Officer's Meeting held prior to the vote. These bylaws shall become effective upon approval by the members.

ARTICLE XIV. Statement of Nondiscrimination

- A) The corporation shall not discriminate against any person in the hiring of personnel, election of officers, provision of service to the public, the contracting for or purchasing of services or in any other way, on the basis of race, color, sex, national origin, disabling condition, age, or any other basis prohibited by law. This policy against discrimination includes, but is not limited to, a commitment to full compliance with Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975, and any subsequent amendments to these statutes.

ARTICLE XV. Election Procedures

- A) Elections for officers shall be held annually; a majority of the votes cast will elect. In elections where there are more than two (2) candidates and no candidate receives a majority of the vote, a run-off election will be held between the two (2) candidates with the highest number of votes.
- B) A nominating committee shall be formed at the regular monthly meeting a minimum of two months prior to the election. No sitting officer or candidate for office may serve on the committee.

C) Details of the election process shall be maintained in the Standard Operating Procedures.

Approved: _____

Date: _____
