

# **Tortolita Radio Club Of Tucson, Arizona Constitution**

## **Preamble**

We, the undersigned, wishing to secure for ourselves the pleasures and benefits of an association of persons commonly interested in Amateur Radio, constitute ourselves the Tortolita Radio Club Of Tucson, Arizona 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, fraternalism and individual operating efficiency, and to so conduct club 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 communications shall be eligible for membership. Membership shall be by application and election upon such terms as the club shall provide in its By-Laws. Membership may not be denied because of race, creed, color, religion, gender, sexual orientation, political affiliation, marital status or any other reason that would be biased or prejudicial.

## **Article II Officers**

### Section 1. Officers

The officers of this club shall be President, Vice President, Secretary, and Treasurer.

### Section 2. Election

The officers of this club shall be elected for a term of two years by ballot of the members present, at the Annual Regular Meeting.

### Section 3. Vacancies

Vacancies occurring between Regular Elections must be filled by Special Elections at the first Regular Meeting following the withdrawal or resignation.

### Section 4. Eligibility

In order to hold an office an individual must hold a valid United States Amateur Radio license.

### Section 5. Resignation

Any officer may resign his/her position in writing at which time all records and assets of the club, if any, will be turned over to the President or Vice President.

## Section 6. Removal of Officers

Officers may be removed from office for cause, upon written petition of six (6) or more members presented to the President or Vice President. After investigation the petition will be presented to the membership at the next Regular Meeting or Special Meeting of the club and voted on by the membership. Removal of an officer requires a two-thirds vote of the members present at the meeting.

## **Article III Duties of Officers**

### Section 1. President

The President shall preside at all meetings, 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 club, and perform all other duties pertaining to the office of President.

### Section 2. Vice President

The Vice-President shall assume all the duties of the President in his/her absence or unavailability.

### Section 3. Secretary

The Secretary shall keep a record of the proceedings of all meetings, keep a roll of members, submit membership applications, carry on all correspondence, read communications at each meeting, and transmit written meeting notices to each member. At the expiration of the Secretary's term he/she shall turn over all items belonging to the club to his/her successor.

### Section 4. Treasurer

The Treasurer shall receive and receipt for all monies paid to the club; keep an accurate account of all monies received and expended; pay no bills without proper authorization by the club officers. At the end of each quarter he/she shall submit an itemized statement of disbursements and receipts. At the end of his/her term he/she shall turn over everything in his/her possession belonging to the club to his/her successor.

## **Article IV Meetings**

The By-Laws shall provide for Regular and Special Meetings. All Regular and Special meetings require a prior notice to members with and agenda stated. At meetings, members present shall constitute a quorum for the transaction of business. Robert's Rules of Order shall govern proceedings. In addition, the club may sponsor informal gatherings at which club business can-not be carried on. Such events include operating outings, breakfast, dinner meetings, and other social events.

**Article V**  
**No Membership Dues**

The club shall have no membership dues. Necessary expenses of the organization shall be supported by private donations of members or by any outside organization or person.

**Article VI**  
**Membership Assistance**

The club, through designated interference, Public Relations, and Operating 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 radiation's from club member-stations. The club shall also maintain a program to foster and guide public relations.

**Article VII**  
**-Dissolution of The Club**

Section 1. Termination of Operations.

In the event that the club officers vote that the Club should be dissolved, -the motion for dissolution must receive more than two thirds vote of the members present at a Regular Meeting or Special Meeting to pass.

Section 2. Disposition of Assets

The club officers shall handle the disbursement of all assets of the club. No member or group of members shall receive benefit from the assets. All equipment will be sold and net proceeds donated to a non-profit organization. All remaining cash will be donated to a non-profit organization.

**Article VII**  
**Amendments**

This Constitution and the By-Laws may be amended by a two-thirds vote of the total membership. Proposals for amendments shall be submitted in writing at a Regular Meeting and shall be voted on at the next following Regular Meeting or Special Meeting, provided all members have been properly noticed of the intent to amend the constitution and/or By-Laws at said meeting with the statement or description of the amendment.

## Bylaws

### 1. President

### 2. Vice-President

### 3. Secretary

-It shall be the duty of the Secretary to keep the Constitution and By-Laws of the club and have the same with him/her at every meeting. He/she shall note all amendments, changes and additions on the constitution or on the By-laws and shall permit it to be consulted by members upon request.

### 4. Treasurer and Club Financing

The club has no membership dues. Financing of the operation of the club shall be based on receiving money donations from members and outside organizations or persons. The Treasurer shall be in charge of receiving all money donations, making expenditures and maintaining an account of them.

### 5. Board of Officers

The four club officers comprise the Board of Officers. The Board shall be responsible for carrying on the day to day activities of the club and shall be making decisions necessary to do so.

The Board shall not make policy decisions of high importance that greatly affect the operation of the club and its members. Such decisions shall be made by the membership after submission of proposals by the Board for discussion and vote by the membership.

### 6. Meetings

Regular Meetings shall be held no more often than quarterly and may include discussion and decision makings about club business.

Special Meetings may be called by the President upon the written request of any five club members for the specific purposes of carrying on club business that cannot wait until the next Regular Meeting.

Notices of time and place of meetings shall be sent to members concerning any meetings where there will be club business to be transacted, such as approvals and decision makings. Notices shall also include an agenda with the list of business items to be acted on and only such business as designated shall be transacted. Such notices shall be sent so that they arrive not less than 24 hours before the meeting. Notices could be posted and delivered by electronic means.

## 7. Elections

Regular Election of officers will be held bi-annually at November annual General Meetings. Officers will assume their respective elected offices January 1 of the following year. The President will appoint a nomination committee three months prior to elections. The committee will be charged with finding qualified candidates to run for office. The committee will present a ballot to the President at the regular meeting one month prior to elections at which time the President will entertain a motion for nominations and to accept the ballot. The final ballot will be published and made available to all club members. Voting will be done using paper ballots. Immediately after voting the ballots will be counted openly in front of the membership. Any candidate may request a recount of the ballots. In the case of an unopposed slate the President may entertain a motion for the Secretary to cast a single ballot.