

**CONSTITUTION AND BY-LAWS  
OF THE  
NANTUCKET AMATEUR RADIO ASSOCIATION**

**ARTICLE I – NAME**

The name of this-club is the Nantucket Amateur Radio Association.

**ARTICLE II – PURPOSES**

The objectives of this Association shall be:

- 2.1 To further the exchange of information and cooperation among members, to promote radio knowledge, fraternalism, and individual operating efficiency. Further to conduct the Association programs and activities as to advance the general interest and welfare of amateur radio in the community.
- 2.2 To educate the public regarding amateur radio by providing or guiding prospective amateur radio operators to classes and examinations.
- 2.3 To provide communications support to any governmental agency, whose mission it is to provide public safety preparedness in the event of natural, or other emergency situations including civil commotion.
- 2.4 To provide safety communications in support of local charitable organizations.

## ARTICLE 3 – MEMBERSHIP

- 3.1 All persons interested in amateur radio shall be eligible for membership.
- 3.2 Pursuant to Article III, Section 3, membership shall be by written application, with sponsorship of an active member and acceptance upon two-thirds (2/3) majority vote of the members in good standing present at ~~the~~ a duly called meeting.
- 3.3 There shall be five classes of membership: Full, Associate, Student, Short-Wave Listener and Family.
- A. The class of **Full member** shall be reserved for all persons of good character holding a valid Amateur Radio License issued by the United States Federal Communications Commission (FCC). All rights and privileges shall be available to Full members, including the right to vote on matters before the Association at duly called meetings, and to hold office. A Full member must have paid the current year's dues.
- B. The class of **Associate member** shall be reserved for a member who has held Full membership but has not paid the current year's dues. Associate members will remain on the Association member list but are not eligible to vote on matters in duly called meetings until the current year's dues have been paid.
- C. The class of **Student member** shall be reserved for an individual holding a valid Amateur Radio License issued by the United States Federal Communications Commission (FCC) who is under eighteen (18) years of age. Student members shall enjoy all benefits of Full membership with the following exceptions: (1) they shall be non-voting members (2) exempt from paying dues and special assessments, and (3) ineligible to hold office. A student member shall become a full member upon their eighteenth birthday but will not be required to pay dues until the next annual meeting after their 18<sup>th</sup> birthday.
- D. The class of **Short-Wave Listener** member shall be reserved for an individual who does not hold a current FCC Amateur Radio License. A Short-Wave Listener member shall enjoy all benefits of Full membership with the following exceptions: (1) they shall be non-voting members (2) and ineligible to hold office. A Short-Wave Listener member must have paid the current year's dues.
- E. The class of **Family member** shall be reserved for the family of a Silent Key (deceased ham). Family members remain on the Association mailing list for continued fraternal involvement with the organization. They shall be: (1) non-voting members (2) exempt from dues and special assessments and (3) ineligible to hold office.

## ARTICLE 4 - OFFICERS

### 4.1 Officers

- A. The Officers of the Association shall be **President, Vice-President, Secretary, and Treasurer.**
- B. Terms of Office shall be one (1) year.

### 4.2 Duties of Officers.

- A. The **President** shall be the chief executive of the Association, charged with the duty of supervising all its functions, subject to the orders of the Executive Board. The President shall be an ex-officio member of all committees.
- B. The **Vice-President** shall assume the duties of the President in event of the disability or absence of the latter.
- C. The **Secretary** shall keep a record of the proceedings of all meetings, maintain a roster of the members, receive applications for membership, carry on all correspondence, read communications at each meeting, see that written notices of special meetings are e-mailed to each member, and perform all other customary duties pertaining to the office of Secretary. The Secretary shall maintain accurate minutes of all meetings and make them available to any member on request.
- D. The **Treasurer** shall collect all membership assessments and shall have the care and custody of all the funds of the Association, which shall be disbursed by the Treasurer only upon the order of the Executive Board or an affirmative vote in the majority by attending members at a regular, annual or special meeting. The Treasurer shall at each regular meeting submit an itemized statement of all receipts and expenditures for the preceding month. Additionally, the Treasurer shall submit a report for the preceding year at the annual meeting and shall render special reports whenever requested to do so by the Executive Board.

### 4.3 Election of Officers

- A. In order to be considered as an officer, a member must be at least eighteen (18) years of age and be a Full member of the Association for at least one year.
- B. A nominating committee shall be appointed by the president chosen from the Full Membership. The nominating committee shall be announced to the members present at the regular meeting in March. This committee shall consist of five (5) voting members. The nominating committee shall elect a chair from the five (5) members appointed. The nominating committee shall bring in a slate of candidates for officers at the annual meeting in June.

- C. Additional nominations may be made from the floor directly after the nominating committee has delivered its report at the annual June Meeting.
- D. Election of officers will be by ballot or voice vote by the members present at the annual meeting in June. If an office is un-contested, then election to that office may be made by acclamation of the majority of members present.
- E. No elected officer shall be removed from office and/or membership before the expiration of his/her term except for cause. Cause shall include misappropriation of Association funds, consistent failure to perform the duties of the office, violation and/or misrepresentation of Association by-laws or policies. A resolution that an officer be removed must be passed by a two-thirds (2/3) majority vote of the Executive Board.

## ARTICLE 5 - MEETINGS

- 5.1 The Association shall provide for regular and special meetings. At all meetings, Full members present and in good standing shall constitute a quorum for the transaction of business. Regular meetings will be on the first Saturday of each quarter; December, March, June and September. The Annual Meeting in June shall be for the purpose of electing officers and any other business that may arise.
- 5.2 The Association's fiscal year shall be from January 1<sup>st</sup> to December 31<sup>st</sup> of each year.
- 5.3 Robert's Rules of Order shall be the parliamentary authority of this Association.
- 5.4 Special meetings of the membership may be called by the President, by any four (4) members of the Executive Board, or by fifteen percent (15%) of the Full Members in good standing. Notice of special meetings shall be announced in writing fourteen (14) days in advance.
- 5.6 The date of any regular meeting except the annual meeting may be changed or cancelled by the vote of the Executive Board provided fourteen (14) days of advanced notice is given to the membership.
- 5.7 At all regular meetings business shall be conducted in the following order:
  - Call to order
  - Pledge of Allegiance
  - Moment of silence
  - Communications
  - Secretary's report
  - Treasurer's report
  - Executive Board report
  - Committee reports
  - Old business
  - New business
  - Adjournment

## ARTICLE 6 - EXECUTIVE BOARD

- 6.1 The Executive Board will consist of newly elected officers and at least three (3) members-at-large, appointed by the members present at the annual meeting in June. Each of the three (3) members-at-large seats will be for a one (1) year term. The affairs and business of the Association shall be managed by the Executive Board of no less than seven (7) Full members in good standing.
- 6.2 To be considered for the position of an at-large member, a candidate must be a Full member. An at-large member may also hold the position as a chairperson of a standing committee.
- 6.3 Special or regular meetings of the Executive Board shall be called by the President whenever he/she deems necessary or whenever he/she is called upon to do so by two (2) of the Executive Board Members, or on petition of eight (8) Full members to the President. Such petition shall be in writing and shall state the object of the proposed meeting.
- 6.4 If a special meeting of the Executive Board is called, the President will hold this meeting within seven (7) days unless the requesting parties deem it necessary to extend the meeting time requirement.
- 6.5 Interested persons may attend special meetings of the Executive Board. The Executive Board shall retain the option to enter into executive session.
- 6.6 Should any vacancy occur by death, resignation, or otherwise, and the vacancy reduces the Executive Board to less than seven (7) members in good standing, the vacancy shall be filled, if possible, without undue delay

## **ARTICLE 7 - ASSESSMENTS**

- 7.1 The Nantucket Amateur Radio Association annual dues of \$20.00 per member is hereby assessed for the purpose of providing funds for expenses. Members are required to pay dues on or after January 1.

## **ARTICLE 8 - AMENDMENTS TO THE CONSTITUTION AND BY-LAWS**

The Constitution and By-Laws of this Association may be amended or revised by the affirmative vote of two-thirds (2/3) of the Full members of the Association present at the Annual Meeting or at any regular or special meeting, provided that notice of any such meeting is submitted in writing to the membership twenty (20) days prior to the meeting at which the vote will be taken and shall contain a summary and text of the proposed amendment(s).

## **ARTICLE 9 - AUTHORIZATION**

A two-thirds (2/3) vote of the Full members present and voting shall be required to activate this Constitution and By-Laws.

## **ARTICLE 10 - STANDING COMMITTEES**

- 10.1 Committees shall be designated and appointed by the President as may be required, with the approval of a majority Full Members at a meeting. There are two Standing Committees:
- A. Repeater Committee: The Repeater Committee shall be a liaison to the Town of Nantucket regarding the use and function of the W1TUK repeater. The Committee will report news and issues at Association meetings.
  - B. Membership Committee: Responsible for actively recruiting new applicants for membership. This committee will be chaired by the Secretary.
- 10.2 At the annual meeting each year, committee chairs shall have submitted a report in writing to the membership on the activities of their committee.

## ARTICLE 11 STANDING RULES

- SR 1. The Executive Board will meet as required; the date and time will be determined by the Executive Board.
- SR 2. Loan of Association radio equipment shall be requested in writing to the Executive Board and approved by a majority of Members. Any damage will be the responsibility of the requestor. No Association radio equipment may be disposed of without two-thirds (2/3) vote of the Executive Board.
- SR 3. A code of conduct will be maintained at all times by all members of Nantucket Amateur Radio Association, including all officers, members, and all guests. Any and all disagreements will be brought before the Executive Board for resolution. All such matters pertaining to the Association shall be dealt with by the Executive Board, and all decisions will be final. Profane language, harassment of members (by members or guests), and purposeful destruction of property by members or contracted to do so, malicious disruption of meetings in accordance with Robert's Rules, can result in cancelling membership. A two-thirds (2/3) vote of the Executive Board is required to remove a member from the Nantucket Amateur Radio Association.
- SR 4. Regular meetings will be on the first Saturday of each quarter; December, March, June and September at 4 Fairgrounds Road starting at 12:00 PM. The annual meeting will be on the first Saturday in June starting at 12:00pm.
- SR 5. Any assets and income of the organization shall be applied solely in furtherance of these objectives and no portion shall be distributed directly or indirectly to the members of the organization except as bona fide compensation for services rendered or expenses incurred on behalf of the organization.

V1 Adopted: 2 January 2016

V2 Revised: 3 June 2017

V3 Revised: 1 June 2019