

By-Laws
REVISED APRIL 2008
Bladen Amateur Radio Society

Section I Document Accessible

A copy of the **Constitution** and **By-Laws** will be maintained by the **Secretary/Treasurer** and will be kept current as amendments and changes occur. This copy shall be available to the membership at all meetings.

Section II Meetings

1. Regular meetings shall be held on the first Tuesday of each calendar month at such place, as the President shall direct.
2. Special meetings may be called by the **President** when deemed necessary or upon the written request of five members. Notices shall be sent to members concerning the business to be transacted, and no other business will be considered. Notification to members will be made at least twenty-four hours prior to the special meeting.

Section III Membership Application and Dues

1. Application for membership shall be submitted in writing. Each applicant must express willingness to abide by the **Constitution** and **By-Laws**. The members shall vote upon applications at the next regular meeting of the **Society**. The applicant must be present when voted upon, unless waived by the **Society** on an individual basis. A majority of the members present is required for approval.
2. The applicant may apply for active membership on a yearly basis or for life membership if they are already a member. An honorary membership may be awarded to anyone at no cost by a two-thirds vote of the membership present at a meeting, provided all members have been notified of the intent by what ever means is available.
3. Applications for active membership will not be considered unless accompanied by an annual fee of (\$25.00); except a dues fee of (\$12.50) will accompany applications submitted during the period from the first of October to the thirty March. In addition, a fee of (\$5.00) annual dues will be assessed for a second and each additional family member.
4. Applicants for Life Membership will be assessed at (\$150.00), payable in full, or in increments of (\$25.00) with the application and (\$25.00) every third month there after until full sum has been paid. A second or additional family member of a life member may apply for a life membership for an assessment of (\$75.00) payable in full with the application or in increments of (\$15.00) with the application and (\$15.00) every third month there after until the sum has been paid. Failure of a Life Membership applicant to meet the payment schedule will not be cause for loss of membership as long as annual dues are current based on amount paid. Life member applicants who have made partial payments toward Life Membership may not obtain refunds of funds paid for or towards such membership. All such funds are applied against annual dues.
5. Annual dues are due and payable on April 1st of each year. Annual dues not paid by July 1st will be cause for removal from membership rolls, provided notification has been made to the member concerned in writing.

Section IV Inactive Membership

1. An active member will be re-classified to an inactive member if he/she fails to attend three consecutive regular meetings. Upon attendance at a regular meeting or special meeting he/she resumes an active membership status.
2. An inactive member residing outside Bladen County may renew membership at a reduced rate of (\$12.50) per year.

Section V Special Assessments

Special assessments above regular membership dues shall be made on an “as needed” basis. Proposals for assessments will be voted upon at a regular meeting following notification to all members that the special assessment will be on the meeting agenda. Approval by a two-thirds majority of the members present at the meeting is necessary to levy a special assessment.

Section VI Committees

1. The **President** shall appoint Committee Chairpersons and may additionally appoint members of various committees to carry out the functions and responsibilities of the **Society** in an efficient and orderly matter. Appointments to committees will normally be made in April and in all cases the membership will be notified of committee appointments.
2. Standing Committees to which a Chairperson must be appointed each April are as follows: **Membership** Committee, **Publicity** Committee, **Repeater** Committee and **Audit** Committee. Duties and responsibilities of the Standing Committee Chairperson will be delineated by the **President** in coordination with other officers of the **Society** with the following exception: The **Audit** Chairperson shall be responsible to conduct a complete audit of all funds, records, and property belonging to the **Society** in March of each year. A written report of their findings will be presented to the membership at the April meeting. In addition, the Audit Chairperson will make periodic reviews of financial records to assist the **Secretary/Treasurer** in proper records maintenance.
3. Our committee appointments, in addition to the standing committees, will normally be made for the following activities or functions: Two Meter Net Manager, Field Day Chairperson, Facilities Chairperson (responsible for **Society** property), and Emergency Training Coordinator.

Section VII Disbursement of Funds

1. A budget will be established annually to authorize and control disbursement of **Society** funds for a twelve-month period beginning in April of each year.
2. A proposed budget will be prepared by the President-elect and presented for approval of the general membership of the **Society** at the May meeting. This document will authorize the elected officers to obligate and disperse **Society** funds within the limit imposed for each budgeted item provided sufficient non obligated funds are in the **Society** treasurer at the time that the new obligation is executed.
3. The budget may be amended to meet obligations by a vote of the membership.
4. A petty cash fund may be established for the **Secretary** out of the **Secretary** budget item. The level of expenditure of the petty cash fund will not exceed \$20.00 per month.

5. All disbursements made by the **Treasurer** from the General Fund will be signed by not less than two elected officers.

Section VII Society Newsletter

1. Purpose: The Society Newsletter shall serve as the official journal for minutes of meetings, financial reports, official notices, listing of applicants for membership, propose amendments to the **Constitution** or **By-Laws**, appointments to committees, and other official acts deemed necessary by the **President**. The Newsletter will also provide other information for the membership within space and budgetary limitations, at the discretion of the Editor.
2. Editor: The **President** will appoint a **Society** member to serve as Editor of the Society Newsletter during the **Presidents** term of office.
3. Publication: The newsletter will be published monthly in sufficient time to arrive at the members addresses no later than the day prior to monthly regular meetings of the **Society**.
4. Cost: Costs for printing will normally be met from advertising revenues. Every effort will be made to obtain self-supporting activities. In the event advertising revenue is insufficient for publication, general funds may be allocated from the Society treasury on approval by the **President** and one other elected officer for publication of a current issue. Newsletter advertising will be contracted on an annual basis when ever possible.
5. Mailing: The Newsletter will be mailed to all members, paid advertisers, ARRL officials, and others deemed appropriate by the Editor. The **Secretary** will provide lists and changes as required.

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