

NEW PROVIDENCE AMATEUR RADIO CLUB, INC.
New Providence, NJ 07974-0813

CONSTITUTION

PREAMBLE

We, members of the New Providence Amateur Radio Club, Inc., (hereinafter referred to as the Club or NPARC) wishing to secure for ourselves the pleasures and benefits of the association of persons commonly interested in amateur radio, do hereby adopt this revised constitution as our governing law. It shall be our purpose to facilitate the exchange of information and general cooperation between members; to promote radio technology, fraternalism, and individual operating efficiency; and to conduct the Club programs and activities so as to advance the interest and welfare of amateur radio in the general community.

ARTICLE I - MEMBERSHIP

- Sec. 1 - All persons interested in amateur radio shall be eligible to apply for Regular Membership. Membership shall be by application as provided in the Bylaws.
- Sec. 2 - There shall be two nonvoting membership categories known as Honorary Life Members and Associate Members. The Associate Membership shall be conferred according to the Bylaws.
- Sec. 3 - Honorary Life Membership may be conferred upon an individual upon recommendation of the Executive Committee and by a two-thirds vote of the Club members attending a business meeting.
- Sec. 4 - Members in good standing shall be eligible to vote, to participate in all activities and benefits of the Club, and to hold office. To qualify as a member in good standing a person must have paid the current dues assessment within the prescribed time.
- Sec. 5 - Expulsion from Club membership will be automatic if dues are not paid within three months of assessment. An individual may be expelled from Club membership for other causes such as, but not limited to, misappropriating or causing the misappropriation of NPARC property, or acting in a manner which is inconsistent with the terms of the Constitution, or for conduct otherwise harmful to or inconsistent with the rights and enjoyment of other club members or the interests of the Club. Such disciplinary expulsion shall be initiated on motion made to or by the Executive Committee and authorized by the unanimous vote of the Executive Committee members. The member who's status is being evaluated shall be given the opportunity to present at a closed session prior to any final decision. A unanimous vote of the

eligible members of the Executive Committee shall have the authority to impose in its discretion discipline and conditions short of expulsion if warranted under the circumstances of a particular matter. In the event of a motion for disciplinary expulsion of a member of the Executive Committee, that member shall not be entitled to vote on the motion.

ARTICLE II - OFFICERS

- Sec. 1 - The officers of this Club shall be: President, Vice President, Secretary, Treasurer and Activities Manager.
- Sec. 2 - The Club officers shall be elected at the Annual Meeting for a term of one year by a majority vote. Officers shall hold office for the calendar year.
- Sec. 3 - All elections shall be conducted by the Secretary. In his/her absence elections shall be conducted by another officer in conjunction with a member who is not an officer or a candidate. These two substitutes shall be appointed by the Presiding Officer.
- Sec. 4 - Vacancies occurring between elections must be filled, for the unexpired term, by special election held at the first regular business meeting after the withdrawal or resignation is announced and accepted.
- Sec. 5 - Officers may be removed on motion by a two-thirds vote of the Club membership.

ARTICLE III - DUTIES OF OFFICERS

- Sec. 1 - The President shall preside at all business meetings of this club. The President shall enforce due observance of this Constitution and Bylaws, decide all questions of order, and perform all customary duties pertaining to the office of President.
- Sec. 2 - The Vice President shall assume all duties of the President in the absence of the latter and shall otherwise assist with the management of the Club at the President's direction.
- Sec. 3 - The Secretary shall advise the presiding officer whether a quorum exists at all business meetings, keep a record of the proceedings of business meetings and Executive Committee meetings, keep a current roll of members, accept and process applications for membership and insure their timely publication in the Club bulletin, carry on all correspondence, and read communications at each business meeting. It shall be the duty of the Secretary to keep the Constitution and Bylaws of the Club and have a copy of the same available at every regular and special business meeting.

The Secretary shall cause all amendments, changes and additions to be attached thereto and shall permit the same to be consulted by members upon request. The Secretary shall, at the expiration of his/her term, turn over all Club records and memorabilia to the succeeding Secretary. The Secretary shall preside at meetings in the absence of the President and Vice President.

Sec. 4 - The Treasurer shall be the custodian for all funds paid to the Club and shall keep an accurate account of all funds received and expended. The Treasurer shall make no disbursements of Club funds without proper authorization from the Club membership or the Executive Committee. At the end of each quarter the Treasurer shall submit an itemized statement of disbursements and receipts. The Treasurer shall, at the expiration of his/her term, turn over all financial records belonging to the Club to the succeeding Treasurer. The books and records of the Club shall be open to members at each business meeting.

Sec. 5 - The Activities Manager shall ascertain the interests of the Club membership and plan activities accordingly. The duties of the Activities Manager shall include the responsibility for arranging formal programs. The Activities Manager shall encourage and promote programs to enhance the reputation of the Club and amateur radio in the community. The Activities Manager may appoint traffic committees, net controllers, or assistants to aid in specific activities. (Example: Field Day)

ARTICLE IV - EXECUTIVE COMMITTEE

Sec. 1 - There will be an Executive Committee which will consist of the President, Vice President, Treasurer, Secretary, and Activities Manager, each having an equal vote. The President shall be the presiding officer.

Sec. 2 - The Executive Committee shall meet at the discretion of the President, but at least once a quarter at a location and date directed by the President. Each member shall receive a minimum of 48-hours notice. Three members of the Executive Committee shall constitute a quorum for the transaction of business.

Sec. 3 - The duties of the Executive Committee shall be to plan and coordinate Club operations. The Executive Committee will also serve to authorize and administer business transactions necessary for normal day-to-day Club operations and to act on the Club's behalf where emergency action is imperative but where it is impractical or impossible to convene a quorum of the entire Club membership. Such emergency actions must be reported to the

membership at the next business meeting. The Executive Committee will also make recommendations to the membership regarding policy, major expenditures and administrative matters.

ARTICLE V - MEETINGS

- Sec. 1 - The Bylaws shall provide for regular and special business meetings.
- Sec. 2 - The Bylaws shall provide for an Annual Meeting. The Annual Meeting shall qualify as a business meeting.
- Sec. 3 - In order to conduct a business meeting, a quorum must be present. One-quarter of the members eligible to vote shall constitute a quorum.
- Sec. 4 - The requirement for approval of Club business, except where stated otherwise, shall be a majority vote.

ARTICLE VI - DUES

- Sec. 1 - At a business meeting, the Club may levy upon the general membership such dues or assessments as shall be deemed necessary for the business of the Club.
- Sec. 2 - Regular members who are full time students may pay dues at a lesser rate than the general membership.
- Sec. 3 - Honorary Life Members and Associate Members shall be excused from the payment of dues.

ARTICLE VII - MEMBERSHIP ASSISTANCE

- Sec. 1 - The Club shall formulate adequate plans for disposing of cases of interference to other radio services or electronic equipment which involve members' stations. It will provide assistance to minimize interference between stations of its members.
- Sec. 2 - The Club shall at all times help members acquire and upgrade amateur radio licenses, assemble stations, interpret regulations, expand technical ability, and improve operating proficiency.

ARTICLE VIII - AMENDMENTS

- Sec. 1 - Amendments to this Constitution shall be by a three-quarters vote of the membership present at a business meeting. Proposed amendments must be submitted in writing. The motion to amend the Constitution requires seconding by at least three other Club members. Prior to the vote, the proposed amendment shall be

read at two successive business meetings following the meeting at which it was moved and seconded.

Sec. 2 - Amendment to the Bylaws may be submitted in writing by any member at a business meeting. Prior to the vote, said proposed amendment, if duly seconded, shall be read at the following meeting. Passage shall require a two-thirds vote of the membership present.

ARTICLE IX - RULES

Sec. 1 - *Robert's Rules of Order Revised* shall govern Club proceedings.