

BYLAWS

**Of the Tompkins County Amateur Radio Association, Inc.
Of Tompkins County, New York
As Revised, Amended and Adopted 12/6/2011**

ARTICLE I — NAME AND PURPOSE

Section 1 — Name: The name of the organization shall be **the Tompkins County Amateur Radio Association, Inc.** It shall be a nonprofit organization incorporated under the laws of the State of New York.

Section 2 — Purpose: **The Tompkins County Amateur Radio Association, Inc.** is organized exclusively for charitable, scientific and education purposes.

The purpose of this corporation is threefold:

- **Public Service** — To provide a cadre of trained radio communicators and their necessary equipment for non-profit events and public emergencies in the Tompkins County area.
- **Education** — To train and test new generations in the radio arts and sciences.
- **Technology** — To develop and disseminate improvements in radio communications technology.

Section 3 — Restrictive Legislation Provision:

No part of the activities of the organization shall be carrying on propaganda, or otherwise attempting to influence legislation (except as otherwise provided by Internal Revenue Code Section 501(h) or participating in, or intervening in (including the publication or distribution of statements), any political campaign on behalf of any candidate for public office.

Section 4 — Non-Inurement Provision:

No part of the net earnings of the organization shall inure to the benefit of any member, trustee, director, officer of the organization, or any private individual (except that reasonable compensation may be paid for services rendered to the organization), and no member, trustee, officer of the organization or any private individual shall be entitled to share in the distribution of any of the assets on dissolution of the organization.

Section 5 — Dissolution Provision:

In the event of dissolution, all the remaining assets and property of the organization shall after necessary expenses thereof be distributed to such organizations as qualify under Section 501(c)(3) of the Internal Revenue Code, or corresponding provisions of any subsequent Federal tax laws, or to the federal government, or to the state or local government, for a public purpose.

ARTICLE II — Membership

Section 1 — Eligibility for membership: Application for Voting Membership

shall be open to **any current amateur radio licensee that supports the purpose statement in Article I.**

Section 2 — *Non-voting Membership:* an individual who qualifies for membership in every respect except that (s)he does not hold an amateur radio license may qualify as an associate member and cannot vote in any association elections.

Section 3 — Membership is granted after completion and receipt of a membership application and annual dues. *All memberships shall be granted upon a majority vote of the board.*

Section 4 — *Annual dues:* *The amount required for annual dues shall be in accordance with the following categories* and determined by a majority vote of the members at an annual meeting of the full membership:

Full-time Student Members
Senior Citizen Members, age 65 years or older
Regular Members, all others
Family Members, where a licensee is in the same immediate family as another Association Member and qualifies for the same or lower dues of the above three categories.

Continued membership is contingent upon being up-to-date on membership dues. The annual dues year shall coincide with the fiscal year of the Association.

Section 5 — *Rights of members:* Each member shall be eligible to appoint one vote in association elections.

Section 6 — *Resignation and termination:* Any member may resign by filing a written resignation with the secretary. Resignation shall not relieve a member of unpaid dues, or other charges previously accrued. A member can have their membership terminated by a two-thirds majority vote of the membership at any regular meeting of the association..

ARTICLE III — Meetings

Section 1 — The regularly scheduled meetings of the members shall be on the first Tuesday of each month from *January to December* unless otherwise ordered by majority vote of the members, or if it falls on a legal holiday, in which case it shall be on the second Tuesday of that particular month.

Section 2 — The regular meeting in December shall be known as the Annual Meeting and shall be for the purpose of electing directors, receiving reports of officers and committees and for any other business that may arise.

Section 3 — Special meetings can be called by the President of the Board of Directors, or may be called upon written request of five (5) members of the Association. The purpose of the meeting shall be stated in the call. Except in cases of emergency, two weeks' notice shall be given.

Section 4 — Seven (7) voting members shall constitute a quorum.

Section 5 — Wherever the expressions "written request" or "written notice" appear in these By-Laws, they shall include correspondence by email.

ARTICLE IV — BOARD OF DIRECTORS

Section 1 — *Board role, size, and compensation:* The board is responsible for overall policy and direction of the association, and delegates responsibility of day-to-day operations to the staff and committees. **The board shall have initially seven members and may have up to 18, but not fewer than 6 members.** The board receives no compensation other than reasonable expenses.

Section 2 — *Terms:* All board members shall serve one-year terms, but are eligible for re-election for up to five consecutive terms.

Section 3 — *Meetings and notice:* The board shall meet at least quarterly, at an agreed-upon time and place. An official board meeting requires that each board member have written notice at least two weeks in advance.

Section 4 — *Board elections:* New directors and current directors shall be elected or re-elected by the voting members at the annual meeting. A majority of the directors must themselves be voting members of the Association. Provided there is a quorum of voting members, directors will be elected by a simple majority of voting members present at the annual meeting.

Section 5 — *Election procedures:* A Board Development Committee shall be responsible for nominating a slate of prospective board members representing the associations diverse constituency. At the regular meeting on the first Tuesday in October, a Board Development Committee shall be selected. It shall be the duty of this committee to nominate candidates for the offices to be filled and the annual meeting in December. The slate of prospective board members shall fill the four officers of the board and initially an additional three members at large. Subsequently the slate of prospective board members shall fill the four officers of the board and up to 14, but not fewer than two members at large. The Board Development Committee shall report at the regular meeting in November. Additional nominations of prospective board members from the floor shall be permitted before the election at the annual meeting in December.

Section 6 — *Quorum:* A quorum must be attended by at least fifty one percent of board members for business transactions to take place and motions to pass.

Section 7 — *Officers and Duties:* There shall be four officers of the board, consisting of a president, vice-president, secretary and treasurer. Their duties are as follows:

The President shall convene regularly scheduled board meetings, shall preside or arrange for other members of the Executive Committee to preside at each meeting in the following order: vice-president, secretary, treasurer. The president or said substitute shall also preside over regular membership meetings.

The Vice-President shall chair committees on special subjects as designated by the board.

The Secretary shall be responsible for keeping records of board actions, including overseeing the taking of minutes at all board meetings, sending out meeting announcements, distributing copies of minutes and the agenda to each board member, and assuring that corporate records are maintained.

The Treasurer shall make a report at each board meeting. The treasurer shall chair the finance committee, assist in the preparation of the budget, help develop fundraising plans, and make financial information available to board members and the public.

Section 8 — Vacancies: When a vacancy on the board exists mid-term, the secretary must receive nominations for new members from present board members two weeks in advance of a board meeting. These nominations shall be sent out to board members with the regular board meeting announcement, to be voted upon at the next board meeting. These vacancies will be filled only to the end of the particular board member's term.

Section 9 — Resignation, termination, and absences: Resignation from the board must be in writing and received by the Secretary. A board member shall be terminated from the board due to excess absences, more than two unexcused absences from board meetings or more than two unexcused absences from regular meetings in a year. A board member may be removed for other reasons by a three-fourths vote of the remaining directors.

Section 10 — Special meetings: Special meetings of the board shall be called upon the request of the chair, or one-third of the board. Notices of special meetings shall be sent out by the secretary to each board member at least two weeks in advance.

ARTICLE V — Appointed Officers and Committees

Section 1 — A Technical Officer shall be appointed by the President promptly after the Annual Meeting, whose duty shall be to hold responsibility for construction, installation and maintenance of all equipment owned by the Association.

Section 2 — A Public Relations Officer shall be appointed by the President promptly after the Annual Meeting, whose duty shall be to hold responsibility of dissemination of appropriate information about amateur radio activities of the Association, through all available media, and for publication of the newsletter to the Association membership.

Section 3 — An Independent Auditor shall be appointed by the President at the November meeting, whose duty it shall be to audit the Treasurers accounts at the close of the fiscal year and to report at the next regular meeting. *The fiscal year shall be from July 1st through June 30th.*

Section 4 — Such other officers or committees, standing or special, shall be appointed by the President, as he or she, or the Association, shall from time to time deem necessary to carry on the work of the Association. The President shall be ex-officio a member of all committees.

Section 5 — The President shall, at the November meeting, present a budget for the following year. The budget, with any amendments proposed and passed at the November meeting, will be published in the newsletter and voted on at the December meeting. The budget shall be prepared with the advice of the Association officers and the chairs of the various committees.

The Association officers, during the year of the budget, may make expenditures up to the amounts specified in the budget without need for further specific authorization by the Association membership. Expenditures of more than \$50.00 in excess of the budget or for items in excess of \$50.00 not covered by the budget must be approved by the membership at a regular or special meeting.

ARTICLE VI — Parliamentary Authority

The rules contained in the current edition of “Robert’s Rules of Order, Newly Revised” shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Association may adopt.

ARTICLE VII — Amendment of Bylaws

These bylaws can be amended at any regular meeting of the Association by a two-thirds vote, provided that the Amendment has been submitted in writing at the previous regular meeting.