

Constitution of the Joplin Amateur Radio Club

Wishing to secure for ourselves the pleasures and benefits of association from persons possessing a similar interest in Amateur Radio, we constitute the Joplin Amateur Radio Club. The constitution contained herein shall be the governing law of the Joplin Amateur Radio Club.

Article I

- 1) Purpose – The Joplin Amateur Radio Club shall conduct itself for the following purposes:
 - a) Promotion of the radio art
 - b) Comradery amongst fellow amateur radio operators
 - c) Promotion of “Good Amateur Practice”
 - d) Support the use of amateur radio as an educational tool
- 2) Membership – All persons that possess an interest in amateur radio shall be eligible for membership in the Joplin Amateur Radio Club. Membership privileges shall be defined within the by-laws.

Article II

- 1) Governing Body – The governing body of the Joplin Amateur Radio Club shall be called the Executive Committee.
 - a) The elected offices of the executive committee shall be: President, Vice-President, Secretary, and Treasurer.
 - b) The FCC License Trustee of Amateur Radio Station W0IN shall be a voting member of the Executive Committee
 - i) The station trustee shall be nominated by the President and affirmed by a three-fourths vote of the Executive Committee
 - ii) The vote for the Station Trustee shall take place by January 31st of the current term year.
- 2) Executive Committee Terms of Service
 - a) The membership on the Executive Committee shall commence on January 1st, of the year following election, and terminate on December 31st of the same year.
 - b) Terms of service shall be extended for the next calendar year, after election, if no successor is elected and the current member desires.
 - c) The membership may remove any Executive Committee member by a three-fourths vote of the full membership.
- 3) Executive Committee Elections
 - a) Elections for the Executive Committee shall be conducted during the business meeting in the month of November.
- 4) Joplin Amateur Radio Club By-Laws
 - a) The By-Laws of the Joplin Amateur Radio Club shall define the operational procedures for the Executive Committee and club business.
 - b) The By-Laws may be amended or changed by majority affirmative vote of the executive committee, with the following requirements.
 - i) A minimum of four voting members of the executive committee must be present
 - ii) Any voting member of the club shall be permitted to attend any Executive Committee meeting when an amendment/change to the By-Laws is under consideration.

- c) The By-Laws may be amended by motion, during general business meetings and special meetings, and four-fifths affirmative vote when sixty percent or more of the voting membership is present.

Article III

1) Executive Committee Duties and Responsibilities

- a) President – The Joplin Amateur Radio Club President is the Chief Operating Officer of the Joplin Amateur Radio Club. By this constitution and club By-Laws; has all responsibilities not specifically identified as the responsibility of another Executive Committee member.
- b) Vice-President – The Vice-President shall assume the duties of President if currently elected President is unable to perform those duties or is removed from office by vote of the membership.
- c) Secretary – The secretary shall be responsible for maintaining minutes of all business, special, and Executive Committee meetings. In addition, the secretary shall conduct all club correspondence.
- d) Treasurer – The treasurer shall conduct all financial business for the club in accordance with the By-Laws.

2) Amendment – This constitution shall be amended or changed by the following procedure.

- a) A written proposal for amendment or change may be submitted to the club membership during any business meeting.
- b) The secretary shall distribute said proposal to the club membership for review, using the most practical means.
- c) After a sixty-day review period a special meeting shall be called for consideration of the posted amendment/change.
- d) A four-fifths affirmative vote with seventy-five percent of the full membership voting shall constitute the adoption of the proposed amendment/change.

3) Special Elections

- a) Special elections shall be called within forty-five days of an elected Executive Committee member removal or resignation. The following procedures shall apply:
 - i) Upon resignation or removal of the President a Vice-President shall be elected; in accordance with Article III (1) (b).

4) Dissolution

- a) Dissolution of the Joplin Amateur Radio Club can be accomplished by a 2/3 vote of all full members.
- b) The petition for dissolution shall be presented to the membership with a majority vote of the Executive Committee
- c) All outstanding obligations of the club shall be met by the sale of assets after the affirmative vote of dissolution
- d) All remaining assets shall be offered to any of the following local organizations by majority vote of the membership.
 - i) Local Public School or State College
- e) Local Amateur Radio Club

Joplin Amateur Radio Club By-Laws

Section I - General

- 1) Purpose – As defined within the Joplin Amateur Radio Club (JARC) Constitution Article II (4)(a) the following By-Laws are established for the Joplin Amateur Radio Club.
- 2) Membership
 - a) Membership within the JARC, at any level, is only considered active within the 12-month period following an individual's payment of dues to the JARC Treasurer.
 - i) An individual's membership shall be considered in-active if not renewed at the end of the 12-month period.
 - (1) A membership shall remain on the inactive list for a period not exceeding three calendar years.
 - ii) Following the in-active period the individual shall be dropped from the JARC Roster.
 - ii) Following the in-active period the individual shall be dropped from the JARC Roster.
 - b) Membership in the Joplin Amateur Radio Club shall be defined by two levels.
 - i) Full Membership – A "Full" member of the JARC shall be any individual that possess an U.S. Federal Communications Commission Amateur Radio Operator's License not under suspension or revocation.
 - (1) Active Full members possess voting rights for any defined election within the JARC Constitution or these By-Laws.
 - ii) Associate Membership – An "Associate" member is any other individual that have an interest in Amateur Radio and desire to participate in club activities.
 - (1) Associate members cannot vote or hold and elected JARC office.
 - c) In-Active Members – Any member whose status falls too in-active shall be in-eligible to participate in any club business or activity, in-active members may attend club meetings.
 - d) The JARC Membership roster shall be maintained by JARC Secretary
 - e) The JARC Treasurer shall provide a list of current active members to the JARC Secretary every three months.
 - f) Membership in the JARC shall be revoked for the following reasons:
 - i) FCC revocation of the members Amateur Radio License.
 - ii) Three suspensions of JARC Repeater privileges for violation of JARC Repeater Operation Rules.
- 3) Dues
 - a) The JARC Executive Committee shall determine the membership dues for the following calendar year during the month of October.
 - b) Announcement of the next calendar year dues rate shall be made during the month of November Business Meeting
- 4) Elections
 - a) The JARC Secretary shall conduct the Executive Committee Elections
 - b) Nominations for election to the Executive Committee shall be made to the Secretary during the period between September first and October fifteenth.
 - i) Nominations must be made by two full members.

- c) The JARC Secretary shall confirm the acceptance of nomination and post said nomination on the JARC Website within fourteen calendar days.
- d) The JARC Secretary shall ensure the criteria of full member's present was met prior to the conduction of any election or vote.
 - i) If the JARC Secretary is absent the JARC Vice-President and/or President shall verify the required membership is present
- e) Active membership within the JARC must be valid ninety days prior to participating in any election and/or vote.
 - i) The JARC Treasurer must confirm the validity of compliance to Section I(4)(e) when the Active Member Roster is dated prior to the seven-day date.

Section 2 – Operations

1) Administration

- a) The Joplin Amateur Radio Club shall be administered by the JARC President; except those duties delegated to another individual as defined within these By-Laws.

2) Representation – Only the Executive Committee and individuals specifically appointed and authorized by the Executive Committee shall present themselves to the public and/or other organizations as a representative of the Joplin Amateur Radio Club.

- a) When appointed the following positions, in addition the JARC President, will represent the JARC to the public and other organizations:
 - i) JARC Public Information Officer (PIO)
 - ii) JARC Hamfest Chairman
 - iii) JARC Amateur Radio Emergency Services (ARES) Liaison
 - iv) JARC Educational Institution Liaison

3) Meetings

- a) Meetings shall be determined by the Executive Committee.
- b) A meeting schedule shall be posted on the JARC website.
- c) Meetings are conducted by the JARC President and format is at his/her discretion.
- d) A minimum of six "Business" meetings must be held within the calendar year.
 - i) Business meetings must allow for the JARC membership to present constitutional and by-law amendments as defined by these by-laws or the JARC Constitution.
 - ii) Business meetings must include a financial report from the JARC Treasurer.
- e) Notice of all "Special" meetings shall be made by the JARC Secretary on the JARC website thirty days prior to the holding of the special meeting.
 - i) Special meetings are those JARC meetings with a defined purpose, business meetings are for conducting general business of the club.
- f) A minimum of three executive committee meetings shall be held with listed purpose:
 - i) January: Confirmation of WGIN Trustee and Calendar Year Budget
 - ii) July: Budgetary/Financial Review
 - iii) December: Transition for incoming Executive Committee

4) Committees

- a) Activities Committee
 - i) The President shall nominate a full member as the Activities Committee Chair
 - ii) A majority vote of the Executive Committee shall confirm the Activities Committee Chair
 - iii) Activities Committee Chair responsibilities:
 - (1) Appoint members to the Activities Committee
 - (2) Submission of budget for executing club activities through the calendar year.
 - (3) Planning and executing Club Activities.
 - (4) Appointing a JARC Net Manager
 - (a) Net Manager appointment shall be approved by the Executive Committee
 - (5) Establish Operating Rules and Practices for JARC Repeaters and Nets
 - b) Technical Committee
 - i) The President shall nominate a full member as the Technical Committee Chair
 - ii) A majority vote of the Executive Committee shall confirm the Activities Committee Chair
 - iii) Technical Committee Chair responsibilities
 - (1) Appoint members to Technical Committee
 - (2) Submission of budget for supporting technical committee activities
 - (3) Maintenance of JARC Repeaters
 - (4) Maintenance of JARC Equipment
 - (5) Assist general membership with technical issues.
 - (6) The Technical Committee Chair at his/her discretion is authorized to establish a “store” for the expressed purpose of supplying materials to the club membership.
 - (a) The JARC Treasurer shall provide vouchers to members for drawing materials from the JARC Store
 - c) Hamfest Committee
 - i) The President shall nominate a full member as the Hamfest Committee Chair
 - ii) A majority vote of the Executive Committee shall confirm the Hamfest Committee Chair
 - iii) Hamfest Committee Chair responsibilities:
 - (1) Appoint members of the Hamfest Committee
 - (2) Develop and promote the JARC Hamfest
 - (3) Submit, to the Executive Committee, an operational budget for the JARC Hamfest
- 5) Additional JARC Positions
- a) JARC Public Information Officer (PIO)
 - i) At the JARC President’s discretion he/she may establish the position of Public Information Officer.
 - ii) The PIO will be responsible for contacting local media with press releases and information on JARC Activities that would warrant public interest.
 - b) JARC Amateur Radio Emergency Services (ARES) Liaison
 - i) At the JARC President’s discretion he/she may establish the position of Amateur Radio Emergency Services (ARES) Liaison
 - ii) THE ARES Liaison shall represent the JARC at any of the ARES organizations in Jasper & Newton Counties Missouri, Ottawa County Oklahoma, and Cherokee County Kansas.
 - (1) All commitments to these organizations must be approved by the JARC Executive Committee.

- c) JARC Educational Institution Liaison
 - i) At the JARC President's discretion he/she may establish the position of Educational Institution Liaison
 - ii) The Educational Institution Liaison shall promote Amateur Radio as an educational tool for promoting Science & Mathematics studies.
 - iii) The Educational Institution Liaison shall submit an operational budget to the JARC Executive Committee.

Section 3 – Financial Operations

- 1) JARC Treasurer
 - a) The JARC Treasurer shall maintain the financial records of the JARC using common accounting practices.
 - b) The JARC Treasurer shall submit a budget for the necessary expenditures for supporting his/her responsibilities.
- 2) Authorization of Expenditures
 - a) Budgets shall be submitted to the membership for approval during the February Business Meeting
 - i) A simple majority of full members present shall be required for budget approval
 - b) JARC Committee Chairs and appointed persons may commit expenditures as defined within their operating budgets.
 - c) One time expenditures, not contained with a budget, shall be approved by the Executive Committee
 - d) Expenditures that require long term commitment shall be approved by the club membership.
 - i) Exception: The Executive Committee is authorized to approve any agreement that affects the operation of the JARC Repeater Systems.

Nothing Follows

This Constitution and By-Laws was adopted by the Joplin Amateur Radio Club on

_____, 2016

John A. Frederick, 2016 JARC President, N8GOU

James D. Scott, 2016 JARC Vice President, WB0IYC

Gerald W. Jones, 2016 JARC Treasurer, AD0PF

Jason A. Arends, 2016 JARC Secretary, KOJAA