

SUWANNEE AMATEUR RADIO CLUB BYLAWS

Article I General

1.01 Name. The name of the organization is the SUWANNEE AMATEUR RADIO CLUB (the "SARC")

1.02 The Suwannee Amateur Radio Club (SARC) operates as a non-profit 501(c)(3) Educational and Public Service organization serving Suwannee County and surrounding areas.

Our objective is to provide a sustainable organization with a body of Federal Communications Commission (FCC) licensed Amateur Radio operators (HAMS) who have the necessary equipment and facilities for the purposes listed below.

1. Recruit, train and test individuals interested in obtaining their FCC Amateur Radio license.
2. Design, construct and maintain a base of communications equipment at our club headquarters (9707 58th Street Live Oak, FL) and at our individual residence or mobile stations with the ability to operate under emergency conditions.
3. Conduct events which train and constantly improve the skills of operators in the use of radio equipment to convey information accurately in formats and modes with specific requirements.
4. Maintain a liaison with the Emergency Operations Center (EOC) for surrounding agencies.

1.03 Limitations.

- a. The foregoing purposes are limited to the extent that they must constitute charitable and educational purposes within the meaning of section 501(c)(3) of the Internal Revenue Code of 1986, as amended. No part of the net earnings of the SARC shall inure to the benefit of, or be distributable to its members, officers, directors, or other private persons, except that the SARC shall be authorized and empowered to pay reasonable compensation for services rendered and make payments and distributions in furtherance of its purposes as set forth in the Articles of Incorporation and paragraph 1.02 above.
- b. Notwithstanding of any other provisions of these Bylaws, no substantial part of the activities of the SARC shall be the carrying of propaganda, or otherwise attempting to influence legislation, and the SARC shall not participate in, or intervene in the (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. The SARC shall not carry on any other activities not permitted to be carried on:
 1. by any organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or by corresponding section of any future federal tax code, or
 2. by organizations to which contributions are deductible under section 170(c)(2) of the Internal Revenue Code.

Article II Membership

2.01 Eligibility: SARC Membership is open to anyone having an interest in Amateur Radio.

2.02 Membership Process: Membership in the SARC shall be granted upon the following:

- (a) Candidates must attend at least two meetings or formal club organized gatherings before applying for membership. Having satisfied this requirement, an “Application for Membership” may be obtained from a club officer.
- (b) All applications will be reviewed by the club officers (Board of Directors) and must be unanimously approved before presentation to the membership at the next business meeting.
- (c) For each candidate an open forum discussion and secret ballot vote of acceptance will take place.
- (d) New membership acceptance will require an affirmative vote by two thirds or greater of the voting membership in attendance.
- (e) New membership is completed with dues payment in full and also grants family membership.

2.03 Maintaining Membership: To maintain membership in the SARC, a member must have paid dues for the current year and must abide by the Bylaws as determined by the Board of Directors.

2.04 Removal of Members: Any member may be expelled from the SARC by a two-thirds majority vote at a regular membership meeting. The member in question must have been notified, by the Board of Directors, of the intent of an expulsion vote and of the date that the vote is to be taken. The member shall be allowed to defend his or her position to the SARC membership prior to the vote.

2.05 Voting Rights: Members shall have the right to vote on all matters brought before the membership.

2.06 Dues: Annual dues shall be payable on March 1st of each year. Those joining for a partial year will pay the full amount in force and receive a credit when they renew their membership. It is the responsibility of the member and not the club treasurer to track and apply this credit. The Board of Directors may recommend exemptions or adjustments to dues payments.

2.07 Personal Radio Operations: The SARC shall not attempt to govern the actions of its members in the operation of their personal radio stations.

2.08 Emergencies: SARC members will not deploy beyond club facilities without specific request to do so by the local emergency manager.

2.09 Guests: Non-Members attending more than three SARC meetings are asked to become members should they wish to continue participation.

2.10 Full time Students under age 21 are granted a free non-voting membership. If a full club membership is desired, and the student is sponsored by a club member, all attendance at club meetings and activities will be credited towards “Application for Membership” following the standard membership process.

2.11 Life Membership candidates may be selected by any club member. Each candidate must be approved by unanimous vote of the Board of Directors before being presented to the membership. An affirmative vote by two thirds or greater of the membership in attendance is required for acceptance.

- (a) Life Membership may only be revoked for violation of club by-laws or actions which constitute a disservice to SARC or the Amateur Radio service in general. An affirmative vote by two thirds or greater of the membership in attendance will result in revocation.
- (b) Life Members are not required to pay annual dues.

2.12 Honorary Membership may be granted with unanimous consent of the Board of Directors and an affirmative vote of acceptance by two thirds or more of the membership in attendance.

- (a) Honorary Members are not required to pay annual dues.
- (b) Honorary Memberships will be reviewed each year by the Board of Directors and may be terminated or extended at their discretion.

Article III Officers

3.01 Positions. Officers of the SARC shall consist of the President, Vice President, Secretary, Treasurer, and Communications Director. These officers shall constitute the Board of Directors and shall carry out all the duties of officers and directors as defined by laws and by the Articles of Incorporation and these Bylaws.

- a. President. The President shall serve as chairperson of all meetings. He/She shall also represent or appoint a person to represent the SARC at non-SARC functions. He/She is empowered to establish committees to perform special functions.
- b. Vice President. The Vice President shall chair SARC meetings in the absence of the president. He/She shall serve as program coordinator for all membership meetings. It is the vice presidents duty to arrange all details of both regular and called meetings and to advise the membership of such meetings through the SARC secretary. He/She shall endeavor to promote amateur radio and the SARC through coverage of special activities by local and area media.
- c. Secretary. The secretary shall record the minutes of all meetings and any called meetings. He/She shall at the discretion of the president, carry out any correspondence that may be required on behalf of the SARC. He/She shall also maintain a membership roll and attendance records.
- d. Treasurer. The treasurer shall receive and disburse all SARC moneys. He/She shall maintain accurate records of all SARC finances and shall submit a detailed report to the membership not less than once each quarter. A budget for the SARC Fiscal year will be formulated by the treasurer and approved by the SARC membership. Disbursements for normal SARC operation expenses not exceeding \$200.00, or those items authorized in the approved budget, may be made the treasurer on approval of the Board of Directors. All other disbursements shall be approved by the membership.
- e. Communications Director. The communications director shall be responsible for the operation of the SARC radio station and other SARC equipment. He/She shall see that the SARC equipment is maintained always in a state of readiness and repair (if required for emergency communications).

3.02 Qualifications of Officers. A Member of the SARC may serve as an officer provided He/She holds a valid amateur radio license. Both the vice president and communications director must hold a valid technician or higher class license. To hold the office of president a member must have been a member for at least one (1) year prior to the time of election, and hold a General or higher class license.

3.03 Elections. Officers shall be elected at the March membership meeting.

- a. Office Term. The term of office for all officers shall be one (1) year.
- b. Surrender of Office. On outgoing officer shall surrender all SARC Property to the newly elected officer.
- c. Incomplete Term. If an officer becomes unable or ineligible to complete the term of office, a special election shall be scheduled.

3.04 Station Trustee. A trustee of the SARC radio station will be appointed by the Board of Directors.

Article IV Website

4.01 General. A SARC Website (www.suwanneearc.org) shall be established and maintained.

4.02 Purpose. The Website shall provide notice of meetings, notice of club activities, and carry only articles of general interest to the hobby of amateur radio.

4.03 Advertisements. Advertisements in the SARC Website shall be at the discretion of the board of directors. All advertising copy must be approved by the board of directors before publication.

Article V SARC Radio Station

5.01 General The SARC radio station shall be under direction of the Communications Officer, and shall be maintained for use of all licensed SARC members.

5.02 Operation Policy. The station shall operate in compliance with the FCC rules and regulations and existing SARC rules at the time.

5.03 Station Operating Policy. The latest issue of the ARRL OPERATORS Guide shall be used as the basis for operating procedure.

Article VI Meeting Procedures

6.01 Quorum. The voting members present at any regular meeting shall be considered a quorum for conducting ordinary business and changing the bylaws.

6.02 Meeting Chair. All meetings shall be carried out by the president, in his absence, the vice president. If both are absent the meeting may be chaired by any other member of the board of directors.

6.03 Minutes. Minutes of all meetings shall be recorded by the secretary. If the secretary is not in attendance, the chairman will appoint a temporary secretary before proceeding with SARC business.

6.04 Rules of Order. All proceedings of the SARC shall be generally governed by ROBERTS RULES OF ORDER, newly revised.

6.05 Committees. Committees may be appointed from time to time as the need arises. Committee appointments shall be made by the president and must be approved by the board of directors.

6.06 Voting by Mail. Voting on specific issues by mail, when allowed by the board of directors, shall be conducted according to ROBERTS RULES OF ORDER. Mail ballots shall not be opened until balloting takes place.

6.07 Proxy Voting. Proxy voting is not allowed.

Article VII Amendments to Bylaws.

Notice of proposed changes to these Bylaws must be published immediately prior to a meeting where voting on the proposed change(s) will occur, a two-thirds majority of the voting members present at the meeting shall be required to pass a proposed amendment.

Article VIII Most Importantly:

HAVE FUN. !!!

As amended 07/12/2021