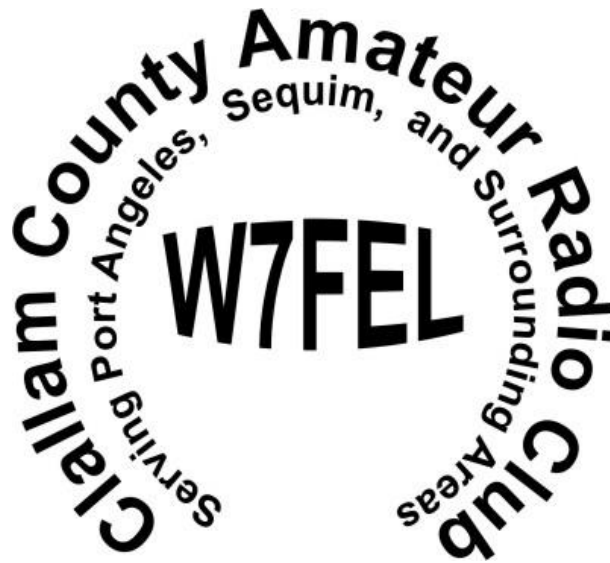


By-laws of the



A copy of these By-laws should be available at every Monthly Club meeting and Executive Board meeting.

All newly elected Officers should download a copy of these By-laws after their election at the December Monthly Club meeting. The new Officers should read and always be guided by these By-laws.

A copy of these By-laws should be made available to all new and current CCARC members through the club's web site. Members without web access may request the Club Secretary to send them a copy through the US Mail.

**BY-LAWS
OF THE
CLALLAM COUNTY AMATEUR RADIO CLUB, INC.**

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ARTICLE I Name

The name of this organization shall be the Clallam County Amateur Radio Club, Inc. Hereinafter referred to as the CCARC or the Club.

ARTICLE II Purpose

The purpose of the CCARC shall be to promote and encourage Amateur Radio within the scope of the Federal Communication Commission Rules and Regulations (Part 97). Also to establish, for those interested, a social and technical exchange of information, and to operate and maintain an amateur radio repeater system.

ARTICLE III Membership

III.1 Membership shall be open to all persons interested in Amateur Radio.

III.2 Honorary Membership:

Any licensed amateur meets one of the following criteria may be submitted to the board for approval, and become an Honorary Member without payment of dues through December 31 of the following year. The licensed amateur must be either:

- a. A full time student
- b. On active duty with the armed forces,
- c. Or nominated by another current member for outstanding service to the club.

Honorary memberships shall be reviewed by the Executive Board each December and renewed or terminated as deemed appropriate.

III.3 Life Member:

- a. Any member who has paid dues for a total of twenty five (25) consecutive years is excused from further payment of dues and retains all other rights of membership.
- b. As approved or appointed by the Executive Board.

III.4 Membership in this Club may be terminated by:

- a. Non-payment of Dues.
- b. Written request by the member to terminate their membership.
- c. Unanimous recommendation by the Executive Board for:
- d. Any willful activity detrimental to Amateur Radio or to the Club or

- e. Violation of the Amateur Code as defined by the American Radio Relay League.
- f. Terminated and expired members will be dropped from the Club roster.

Members considered for termination have the right of appeal to the Executive Board and/or General membership. Terminated members will be notified in writing by the Chairman of the Board via postal or email. A terminated member may not participate in Club business.

ARTICLE IV Club Officers

IV.1 Elected officers of the CCARC shall be:

- a. President,
- b. Vice President,
- c. Secretary
- d. Treasurer
- e. Three (3) Executive Board members.

IV.2 Office terms: The normal term of all elected officers shall be (1) one year. CCARC officers shall not hold the same office for more than (2) two consecutive full terms, with the exception of the Secretary and Treasurer. **Executive Board member term will be for a period of three (3) years.**

IV.3 Nominations for Officers and Executive Board member(s) for the coming year are held at the November Club meeting. (All nominees must be paid up or life members). All CCARC Officers shall hold a valid FCC Amateur Radio license. The membership will receive announcement of the slate of candidates by e-mail and in the club's December Newsletter.

IV.4 The election takes place at the December Club meeting, which barring inclement weather conditions shall not be canceled. Before the election takes place, nominations from the floor will be accepted. The voting is by written ballot and by club members. The new Officers and Executive Board members assume office on January 1st.

IV.5 No elected officer shall hold more than one office at any time, except that Club Officers also serve on the Executive Board.

IV.6 Vacancies: If an officer position becomes vacant, the Executive Board will appoint a replacement. That appointment shall be subject to membership approval at the next scheduled Club meeting. If the office of President should become vacant, that office will automatically be filled by the Vice President

IV.7 Duties of the Club Officers are as outlined in the CCARC Operating Policy and Procedures.

ARTICLE V Executive Board

V.1 The Executive Board shall consist of the President, the Vice President, the Secretary, the Treasurer, and (3) three elected Executive Board members as provided in these bylaws. Each Executive Board Member shall serve a (3) three-year term. One new member will be elected to the Executive Board each year, as the most Senior-tenured member ending their third term retires from the Executive Board. All Executive Board meetings shall be led by the Board Chair, who is the most senior-tenured Executive Board member. If the Board Chair is not in attendance, the next most senior-tenured Board member shall perform the chair functions.

V.2 Board members may not abstain at Executive Board Meetings, unless a conflict of interest may arise as a result of their vote.

V.3 Duties of the Board shall be outlined in the CCARC Operating Policy and Procedures.

V.4 Minutes of the Executive Board meetings shall be published in the Club Newsletter.

ARTICLE VI Club License Trustee

VI.1 The Club Station License Trustee position is held by a volunteer, subject to the approval of the Executive Board. The Club Station License Trustee is required to hold an Extra class FCC amateur radio license. If this position becomes vacant, the Executive Board shall immediately find a replacement. Duties of the Club Station License Trustee are as outlined in the CCARC Operating Policy and Procedures.

ARTICLE VII Meetings

VII.1 All meetings will be conducted according to the Roberts Rules of Order Revised.

VII.2 Any change in place or time of the Monthly Club meeting shall be determined by a majority vote of the members present at a Club meeting. The resulting change(s) should also be printed in the newsletter, published on the website, and/or sent to the membership via email so all members are aware of the change(s).

VII.3 The President, or a majority of the Executive Board, may request a special Club meeting whenever deemed necessary. The purpose of said meeting must be specified at the time the meeting is called, and only that business may be acted upon. When practicable, a minimum of two weeks' notice should be given for special meetings scheduled under this section.

VII.4 Meetings of Officers will be held whenever requested by the President.

VII.5 The President or a majority of the Executive Board may request Executive Board meetings when deemed necessary.

ARTICLE VIII Quorum

VIII.1 Two-thirds of the membership in attendance at the previous Monthly Club meeting, plus one elected Officer shall constitute a quorum.

VIII.2 When special Club meetings are called, the entire Club membership must be notified, (preferably prior to two weeks in advance) and 25% of those notified constitute a quorum for the special Club meeting. Notification consists of email, (or US Mail when the member does not use e-mail) or phone calls by duly authorized persons (generally an Officer or Executive Board member.)

VIII.3 A majority of the Board constitutes a quorum for an Executive Board meeting.

ARTICLE IX Club Dues

IX.1 The CCARC, upon recommendation of the Executive Board, and ratification by the membership, may levy upon the general membership such dues or assessments as shall be deemed necessary to conduct the business of the CCARC and the operation of the repeater.

IX.2 Club dues shall be assessed according to the Operating Policy and Procedures of the CCARC.

IX.3 One paid up membership shall include all family members living under one roof. Additional family members who wish to become a voting member or to hold office may do so upon payment of 50% of the regular Club dues, each year.

ARTICLE X Committees

The President shall appoint all committees and confirm volunteer positions according to the Operating Policy and Procedures of the CCARC.

ARTICLE XI Repeaters

XI.1 The CCARC repeater system W7FEL shall be totally supported by the CCARC by underwriting the rent and insurance of the repeater sites in addition to subsidizing the maintenance, repair and upgrading of the system, when required.

XI.2 The Club Station License Trustee shall be legally responsible for the W7FEL repeater (FCC Rules & Regs. Part 97.3) (6); 97.103 (a), 97.205(e)).

XI.3 The use of the CCARC repeater for any organized event that is not sponsored by, or staged by the CCARC, or a paid up or Life CCARC member must have Board approval.

ARTICLE XII Amendments

XII.1 Any proposed amendment to these By-laws, shall be submitted in writing to the Executive Board for review. Such proposal must be signed by at least three (3) current paid up or life CCARC members. If, after review, the Executive Board finds no conflict with existing By-laws, the Executive Board shall at the next Monthly Club meeting present the proposed amendment to the membership for discussion, along with the Executive Board's recommendation.

A copy of the proposed amendment/s shall be sent either by email or U.S. Mail to all paid up and life CCARC members (30) thirty days prior to a vote. All notifications must include the time, date, and place of said vote. If approved by 2/3 of the paid up and life membership in attendance, these By-laws shall be deemed amended.

XII.2 The CCARC By-laws should be reviewed every two (2) years, to determine if revisions are necessary.

The President shall appoint a review committee chairperson, who will in turn choose four people from the paid up and life general membership to complete the review committee. If any revisions are needed, follow Article XI Section 1, under Amendments.

These By-laws should be taken seriously, and not changed easily, as they are the glue that holds the CCARC together!

ARTICLE XIII Dissolution

The CCARC is an incorporated entity, and operates as a non-profit organization. In the event of the CCARC's dissolution, the statutes established by the State of Washington shall be followed. Club assets shall be liquidated as decided by a majority vote of the Executive Board.

ARTICLE XIV Other

The Club shall be governed in accordance with the following documents, in the order listed:

- Washington State RCW Chapter 24
- CCARC Articles of Incorporation
- CCARC Bylaws
- Operating Policy and Procedure manual
- Robert's Rules of Order (last revised)

Suspension of the rules for any purpose shall only be by a majority vote of the club members.

By-Laws History

Read	20 October 1983	1 st Reading	14 February and 14 March
Adopted	17 November 1983	2007	
Amended	19 July 1984	Discussion	11 April 2007
Amended	20 March 1986	Adopted	09 May 2007
Amended	September 1991	1 st Reading	14 October 2009
Amended	June 1993	Adopted	12 November 2009
Amended	July 1996	Amended	8 November 2015
Amended	December 2000	Adopted	13 January 2016