Consitution and Bylaws of Grayson County Amateur Radio Club

Preamble:

The Grayson County Amateur Radio Club (GCARC) is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as an exempt organization under Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code. Some of the purposes of the GCARC include but are not limited to:

a. To provide instruction and training of individuals in the knowledge and skills required to be federally licensed amateur radio operators.

b. To furnish communication services and support to local charitable organizations such as the March of Dimes, United Way, and others as requested.

c. To provide trained, licensed radio operators to support the American Red Cross, and federal, state, county, and local agencies during times of emergency, disaster, and distress.

d. To provide disaster relief and public service by providing trained and licensed amateur radio operators to participate in the Radio Amateur Civil Emergency Service (RACES), Amateur Radio Emergency Service (ARES), and the U.S. Weather Service's SKYWARN program.

e. To provide open meetings to further the exchange of information and cooperation between members, to promote radio knowledge, fraternalism and individual operating efficiency, and to so conduct club programs and activities as to advance the general interest and welfare of Amateur Radio in the community.

No part of the net earnings of the Grayson County Amateur Radio Club shall inure to the benefit of, or be distributed to its members, trustees, officers, or other private persons, except that the Grayson County Amateur Radio Club shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the Grayson County Amateur Radio Club shall engage in propaganda, or otherwise attempting to influence legislation, the Grayson County Amateur Radio Club shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the Grayson County Amateur Radio Club shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code, or corresponding section of any future tax code.

Upon dissolution of the Grayson County Amateur Radio Club, assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the Grayson County Amateur Radio Club is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

We, the undersigned, wishing to secure for ourselves the pleasures and benefits of an association of persons commonly interested in Amateur Radio and promote public service constitute ourselves the Grayson County Amateur Radio Club (GCARC) and enact this constitution as our governing law.

Article I: Membership

All persons interested in Amateur Radio communications shall be eligible for membership. Membership and member status shall be by application and election upon such terms as the club shall provide in its Bylaws.

Article II: Officers

Sec. 1] The regular officers of this club shall be President, Vice President, Secretary, Treasurer, and Director at Large. These positions will constitute the Executive Board of the Club. Other appointed positions may be designated as provided in the Bylaws.

Sec.2] The regular officers of this club, with the exception of the Director at Large, shall be elected for a term of one year by the members present at the annual meeting. The Director at Large shall be elected for a term of two years with the election being held in odd numbered years. No regular officer shall hold the same office for more than two years consecutively. In the event there are no qualified candidates or no candidate is nominated for the position, this section of this article may be suspended by a majority vote by the members present at the meeting in which the votes are cast for election to the positions.

Sec. 3] Vacancies occurring between elections must be filled by special elections at the first regular meeting following the resignation or reason of vacancy.

Sec. 4] Officers may be removed by a three-fourths vote of the entire voting membership.

Article III: Duties of Officers

Sec. 1] The President shall preside at all meetings, and conduct them according to Robert's Rules, as newly revised or as excepted herein. He/she shall enforce due observance of this Constitution and Bylaws, decide all questions of order, sign all official documents adopted by the club, and perform all other duties pertaining to the office of President. The President will not have a vote in any matter unless a tie shall result. He/She shall then cast the tie-breaking vote.

Sec. 2] The Vice President shall assume all the duties of the President in his/her absence. In addition, he/she or his//her designee shall act as the Public Information Officer for public relations and media publicity concerning the club. He/she shall maintain close liaison with the ARES County Emergency Coordinator to further club participation in the ARES or the ARRL Section Emergency Coordinator if there is not an appointed ARES County Emergency Coordinator. The Vice President shall oversee the maintenance and inventory of GCARC assets to include but not limited to tents, antennas, towers and any other tangible property.

Sec. 3] The Secretary shall keep a record of the proceedings of all meetings, keep a roll of members, submit membership applications, carry on all correspondence, read communications, if any, at each meeting, and mail notices to members as required. The Secretary shall also be responsible for required filings and reports in relation to the Club's 501[c]3 status. At the expiration of his/her term he/she shall immediately turn over all items belonging to the club to his/her successor.

Sec. 4] The Treasurer shall receive and receipt all monies paid to the club, keep an accurate account of all monies received and expended and pay all bills. New expenditures or bills shall be approved by the Executive Board. Any large purchase or expenditure that exceeds the amount decided upon by the current board shall be approved at a Business Meeting and the club membership shall be made aware of this item by email at least 24 hours before the Business Meeting. Checks may be signed by the Treasurer, the President, or another officer. Checks of $300 or more need to be signed by two officers.

Every month the Treasurer shall submit an itemized statement of disbursements and receipts of the previous month. At the end of his/her term, he/she shall immediately turn over everything in his/her possession belonging to the club to his/her successor.

Sec 4a] Budget: Before the end of the year, the Board shall present a proposed annual budget for the upcoming year to the club for discussion and approval. The budget is to be a guideline for the expenditure of funds but shall be considered flexible as funds and needs come and go through each year. There shall be a discretionary fund identified in the budget to allow for unforeseen events which may be increased as needed at a Meeting. The proposed annual budget shall be posted online for club members to review and

they shall be notified of such at least 14 days before the January Meeting. The annual budget shall be approved by the club members at the January Meeting.

Sec. 5] The Director at Large shall act as the liaison and coordinator to the other outgoing and incoming Directors. The Director at Large shall assume the duties of the activity director if there is not an activity director appointed by the board. Since this is a two (2) year term it affords continuity to the other offices.

Article IV: Club Trustee

Sec. 1] The club trustee shall serve at the will of the Executive Board and the membership, and the performance shall be reviewed annually as provided in the Bylaws. The trustee shall be a holder of the highest order class of license available among those both interested and able to serve the office.

Article V: Meetings

Sec. 1] General meetings shall be held as often as the current club desires, with an annual meeting for the purpose of the election of officers held before the end of the year; for example, in November.

Sec. 2] Business meetings shall be held by the Executive Board as often as is needed for the purpose of planning and decision-making for club business. Business Meetings are open to the general membership. The general membership shall be informed of business conducted at the Business Meetings by minutes posted on the webpage or, when applicable, at a “business sub-meeting” held before or after a General Meeting.

Article VI: Dues

The club, by majority vote of those present at any regular meeting, may levy upon the general membership such dues or assessments as shall be deemed necessary for the business of the organization. Non-payment of such dues or assessments shall be cause for removal from membership status.

Article VII: Amendments

This constitution or Bylaws may be amended by a two-thirds vote of the qualified members present at the meeting at which the amendments are presented for actual vote. Proposals for amendments shall be submitted in writing at a regular meeting, provided that the changes are publicly advertised in the current newsletter, or website for at least two weeks prior to the meeting. They shall be voted on at the next regular meeting. A vote by written proxy shall be allowed for amending the Bylaws.

Bylaws of the Grayson County Amateur Radio Club

Sec. 1] Maintenance of the Bylaws

a) It shall be the duty of the Secretary to keep the Constitution and Bylaws of the club and have the same with him/her at every meeting. He/she shall note all amendments, changes and additions on the constitution and shall permit it to be consulted by members upon request.

b) The Bylaws of the club shall be posted on the club website at all times. Any member can request to obtain a copy of the Bylaws by email at any time.

Sec. 2] Election of Regular Officers

a) Nominations for President, Vice President, Secretary, and Treasurer shall be made in the regularly scheduled meeting prior to the Annual Meeting. Nominations from the floor will be allowed prior to the elections during the Annual Meeting.

b) The vote for election of President, Vice President, Secretary, and Treasurer shall be taken in the Annual Meeting. The method of voting shall be by a show of hands unless ballots are requested by any member. In the event that only one candidate is nominated for any office and nominations have been open and closed at the meeting being held for elections, that candidate may be selected without a vote. A vote by written proxy shall be allowed only for voting on the Board of Directors (i.e. regular officers).

c) The President, Vice President, Secretary, and Treasurer elect shall assume their office on January 1 of the New Year.

d) Nominations for Director at Large shall be taken at the regularly scheduled meeting in July and shall be elected in August. In the event that there is not an accepted nomination, nominations from the floor will be allowed prior to the election during the regular meeting in August. The new Director at Large shall immediately take office.

e) The vote for Director at Large shall take place at the regularly scheduled meeting in August. The new Director at Large shall immediately take office.

Sec. 3] Trustee

a) The club trustee shall be responsible for maintaining the club's FCC license. This shall include, but not be limited to, all communications with the FCC, and others, for renewal and legal maintenance, verifying the proper use of the radio call-sign, maintaining the current club log book on all use of the call-sign and reporting to the club, matters related to this maintenance

b) The Executive Board shall review the position of Club Trustee. At the first club meeting of the calendar year, the Executive Board shall recommend to the membership, the continued service of the current trustee or they shall recommend a qualified person to serve as a new trustee. The recommendation must be approved by a majority vote of the membership present at the meeting.

c) If removed from office, or not recommended to continue in the position by the Executive Board, pursuant to these rules, replacement shall be immediate, or no later than the next regularly scheduled meeting. The club president shall initiate necessary actions to make the change official in necessary filings with the FCC and/or other agencies.

Sec. 4] Special Appointments

The Executive Board shall have the authority to create special positions as the need arises. The Executive Board shall jointly seek the interest of members to fill the various appointed positions. The appointees to the positions shall be members in good standing of GCARC and shall serve a term, and perform such duties as the Executive Board may, from time to time, determine. The term of office of all appointed positions shall be indefinite, subject to review and either denied or confirmed in the regular meeting in January.

The following positions may be established to serve the needs of the organization. This list is not exclusive and other positions may be appointed as needed.

A. Activities Director: The activities director shall organize club activities for social fun, entertainment, education and training. He/she shall plan and make recommendations to advance club interest and activity as approved by the club.

B. Newsletter Editor/Publisher: The newsletter editor/publisher shall publish and distribute a regularly scheduled newsletter to the club, as deemed appropriate, and provide public news release and information support in other functions of the club.

C. Field Day Coordinator

D. Net Control Manager

E. Interference Detection Team

F. Antennas Team

G. POTA

H. CW

I. Wind and Solar

Sec. 5] Business Committee

The Executive Board shall constitute the Business Committee. The Business Committee shall have the authority to conduct the business of the club, plan meetings and educational presentations, organize outreach, and discharge obligations as needed.

Sec. 6] Membership

There are two classes of membership: Full and Associate.

Full membership is open to licensed amateurs. Full membership includes all club privileges as well as rights to hold a club office and to vote for club officers.

Associate membership is open to those actively engaged in a class leading to an Amateur Radio license and all other interested persons. Associate membership includes all club privileges except for the right to hold office and vote.

A family membership is available. This provides membership for all licensed individuals in the same immediate family (parents and children).

Membership shall run for one (1) year from the date of application and payment of club dues.

A Life Membership designation may be given to anyone who deserves the title due to his / her exemplary work with the club and can be voted into that designation. Life Membership may be grandfathered to any person who is a member of the club when they become deceased.

Sec. 7] Meetings

a.) The regular meeting date and time shall be determined by a majority vote of qualified members present at a regular meeting at which the issue is presented for a vote. A 25 day notice shall be sent to all members that a vote will take place to amend the meeting date and time. Meetings can be held at any location the Board of Directors finds suitable for the club.

When the Executive Board should determine that business items should be presented to the general membership for consideration and a vote, such items shall be posted on the website for review and members shall be notified of such by email 14 days before the meeting.

Sec. 8] Dues

Annual dues are assessed in accordance with the provisions of Article VI of the Constitution for the purpose of providing funds for club expenses.

A new Licensed HAM who passed a test session or has a CSCE and who has completed the current club application form will be granted membership and have current dues waived for six (6) months at which time full dues will be required. NOTE: This applies only to new licenses, not upgrades.

Sec. 9] Donations and sponsorship

Donations will be accepted from individuals and organizations but we reserve the right to refuse any donation. Sponsorships may be designated by “levels” such as bronze, silver, gold, etc. Sponsors may have banners identifying and honoring them to be displayed at events or meetings.

Sec. 10] Special Teams

Special teams and “think tanks” shall be appointed as needed. These shall consist of at least 2 appointed members. These are in addition to the Special Appointments of Sec. 4.

Approved by the club membership at the club meeting in October 2026.

Appendix] This section is to be used to note items of importance that have been approved by the members of the club. It is to be used as a reference only. A vote to amend the Bylaws is not required to add to and/or update this section and these items are not changes to the Constitution or Bylaws without following Article VII of the Constitution.

February, 2018

The club membership approved a motion to allow the Treasurer and/or the President to sign checks for the clubs expenses. NOTE: as of the October 2026 revised Constitution and Bylaws, this is extended to apply to any officer. All officers should be added or removed from the bank signature cards in January.

May, 2018

The club membership approved a motion to change the monthly club meeting night to the 3rd Tuesday of every month.

January, 2019

The club membership approved a motion to require two signatures on checks of $300.00 or more.

The club membership approved a motion to allow the prior Treasurer to also sign checks for club expenses. NOTE: as of the October 2026 revised Constitution and Bylaws, this no longer applies. No prior officer is allowed to sign checks.

February, 2019

The club membership approved a motion to allow the Board of Directors of the club to spend up to $150.00 per occurrence on “Emergency” needs without the approval of the membership of the club.

Revised November 4, 2019

Revised October 20, 2026