



## **BY-LAWS**

**Ratified May 4, 2002**

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WEST VIRGINIA STATE AMATEUR RADIO COUNCIL, INC.

BY-LAWS

ARTICLE I

SECTION 1. MEETINGS--All meetings will be called by the President. There will be four regular meetings, one in each of the four calendar quarters. One such meeting is to be conducted at and during the State Amateur Radio Council Convention. Special meetings may be called at any time by the president.

ARTICLE II

SECTION 1. OFFICERS--The officers of the Council shall be:

1. President
2. Vice-President
3. Secretary
4. Treasurer

SECTION 2. ELECTIONS--Election of officers shall be held at the West Virginia State Radio Council meeting during the annual West Virginia State Amateur Radio Convention in 2001 and every other Convention thereafter.

SECTION 3. TERM OF OFFICE--Each officer shall serve a term beginning at the Quarterly Council meeting immediately following the annual convention at which he/she is elected.

SECTION 4. VACANCIES--In the case of resignation, death, or inability to serve by any officer, the remaining members of the Executive Committee shall, by majority vote, select an individual member of the Council to fill the remaining term of the vacated office.

ARTICLE III

SECTION 1. PRESIDENT--The president shall preside at all meetings, appoint committees, decide all questions of order, sign all official documents, and perform all customary duties pertaining to the office of the President. He shall call all regular and special meetings of the Council. Vacancies occurring in any office between executive committee meetings may be filled by appointment by the President. The appointee will serve until the next executive committee meeting.

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SECTION 2. VICE-PRESIDENT--The Vice-President shall perform all duties of the president in his absence.

SECTION 3. SECRETARY--The secretary shall carry on all correspondence, read all pertinent communications at each meeting, and keep a record of all activities of the Council and minutes of all meetings. As directed by the president he/she shall notify all West Virginia amateur radio clubs and members of Council of meetings and take those steps necessary to insure announcement of the meeting on both the West Virginia Phone and CW nets.

SECTION 4. TREASURER--The treasurer shall keep a record of all financial transactions of the Council; receive and give his receipt, where requested, for all monies paid to the Council; keep an accurate account of all monies received and disbursed; pay the bills for expenses incurred by the Council; prepare an annual summary of cash receipts and disbursements for presentation to and for approval by the Council at the first meeting of each calendar year; file all Federal and State tax returns and reports as required; and at the end of the term turn over all property of the Council to the successor.

ARTICLE IV

EXECUTIVE COMMITTEE

SECTION 1. EXECUTIVE COMMITTEE--During the interval between meetings, the affairs of the Council shall be administered by an executive committee consisting of the President, Vice-President, Secretary, and Treasurer. In addition any committee chairman appointed by the President may be designated to serve as a member of the executive committee. Additionally, the President may appoint up to three licensed, West Virginia resident amateurs, to serve on the committee. The West Virginia State SM shall be a member ex-officio of the executive committee.

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ARTICLE V

COMMITTEES

SECTION 1. The president shall establish the following committees, and add to them as required.

1. Amateur of the Year Award. This committee shall determine the Amateur of the Year for West Virginia in accordance with procedures as established by the Council.

2. Field Day Award. This committee shall determine the winner of the Annual Field Day trophy and second place certificate.

3. West Virginia State Radio Convention. The president shall be charged with the full responsibility of staging the annual State Radio Convention. He/she shall appoint a committee to work in conjunction with the executive committee to plan for and stage such convention. The committee shall make application and obtain approval of the American Radio Relay League for their sanction of the convention.

ARTICLE VI

MEMBERSHIP

SECTION 1. INDIVIDUAL MEMBERSHIP--Membership in the organization shall be open to any individual holding a valid amateur radio license issued by the Federal Communications Commission who is a resident of the State of West Virginia.

SECTION 2. CLUB MEMBERSHIP--Each organized radio club in the State of West Virginia shall be entitled to membership. For such a club to become a member, and thus have one vote, it must send a representative to a duly called meeting. For an amateur to represent any such club he must present a letter from the Secretary or President of the club stating that he is the duly authorized representative.

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SECTION 3. MEMBERSHIP--Only eligible persons or clubs as defined in Sections I and 2 of this article can be members of the Council. To be a member an eligible person or the representative of a club must be in attendance at a duly called meeting of the Council. Said membership will be in effect until the close of the second regular meeting after which the member last attended. Only persons in attendance at a meeting may vote for themselves and/or the club they represent.

SECTION 4. QUORUM--A quorum will exist when at least two officers with a total of six members in attendance at a duly called or scheduled meeting.

SECTION 5. RESIDENCY--Notwithstanding any other provision of these by-laws, membership in the Council shall continue for any member who changes his or her residence to another state, if the member so elects, unless disapproved by the council.

ARTICLE VII

AMENDMENTS

SECTION 1. The by-laws of this council may be amended by a majority vote of the members present and voting at any regular meeting or meetings specially called for such purpose. Proposals for amendments shall be submitted in writing at a regular meeting and may not be voted upon until the next regular meeting or a meeting specially called.

ARTICLE VIII

RULES

SECTION 1. The current edition of Roberts' "Rules Of Order" shall govern all meetings.