

Article I
NAME/PURPOSE
(Revised: January 9, 2022)

Section 1

Name:

The name of this organization shall be the Columbia Amateur Radio Society (hereinafter "C.A.R.S.").

Section 2

Purpose:

The purposes and objectives of C.A.R.S. shall be:

- a) To stimulate and promote an interest in amateur radio.
- b) To further the progress and maintain the traditions of amateur radio.
- c) To promote an efficient emergency network in cooperation with the ARES/RACES program and to assist other organizations requesting communications services.
- d) To provide assistance wherever possible in situations of amateur or other interference with reception of AM, FM, TV and other broadcasting services, etc.
- e) To establish a program of educating and training and examining for amateur licensing.
- f) To provide technical assistance to anyone requesting such in the interest of Amateur Radio.
- g) To further the spirit of community through social activities for the club members and their families.

Section 3

C.A.R.S.'s call sign shall be known as NF4CQ:

- a) The custodian/trustee of NF4CQ is Colen Boutwell – WA5RKR.
- b) NF4CQ.com shall be maintained by C.A.R.S.
- c) The webmaster shall be approved by the membership.

Article II
MEETING OF MEMBERS
(Revised: January 9, 2022)

Section 1

Regular Meetings:

Regular meetings of the members of C.A.R.S. shall be held on the 3rd Monday of each month at such time and place as may be determined by the Board of Directors.

Section 2

Special Meetings:

Special meetings of C.A.R.S. may be called at any time by a majority of the directors/officers or by a majority of the licensed radio amateur members of C.A.R.S. Notice of such special meetings, stating the purpose for which it is called, shall be contacted by whatever means possible not less than 5 days before the date set for such meeting, and no business other than that specified in the call for the meeting shall be transacted at such meetings, except upon the unanimous consent of all members entitled to notice thereof.

Section 3

Voting:

Each Regular Member is entitled to one vote and must be present or deliver his signed proxy in order to cast said vote. Voting is limited to Regular Members in good standing (dues paid for the year, and valid amateur radio license). A minimum of 30 percent of the membership, as listed on the Paid Dues Report, must be present for the proceedings of the meeting to be valid.

Article III
DIRECTORS/OFFICERS
(Revised: January 9, 2022)

Section 1

Directors:

The affairs and business of C.A.R.S. shall be managed by the Board of Directors, and also known as Club Officers. The members of C.A.R.S. may choose to elect by majority vote, additional members at large to the Board of Directors not to exceed a total number of seven Directors/Officers. Directors/Officers must be over the age of 21 years, a member of C.A.R.S. in good standing, and be a licensed radio amateur. Directors/Officers may not miss no more than 3 consecutive club meetings during the elected year and may not miss more than 5 club meetings per year or the Director/Officer will be excused from his/her position.

Section 2

Election of Directors:

The elected Directors/Officers shall be elected at the regular club in November and serve for a period of one calendar year starting January 1st of the following year. At each November meeting of C.A.R.S., Directors/Officers and such additional directors as the members may determine, shall be elected by the regular members from the person or persons receiving a majority of the votes cast.

Section 3

Terms of Office:

The term of office for each of the Directors/Officers shall be for a period of one calendar year and thereafter until his successor has been duly qualified and elected. C.A.R.S. President may only hold office for two consecutive terms. If no other nominee is available for election, the current President of C.A.R.S. has the option to accept the office for the upcoming year, or step down at the end of his/her current term.

Section 4

Board Duties:

The Board of Directors shall have the responsibility and general management of affairs and business of C.A.R.S. The President or Directors have the additional duty and responsibility of determining all business matters to be presented to the members of C.A.R.S.

Article III
DIRECTORS/OFFICERS
(Revised: January 9, 2022)

Section 5

Directors Meetings:

Regular meetings of the Board of Directors/Officers may be held immediately preceding or at the time of the regular monthly meetings of the members of C.A.R.S. at which business is transacted.

Section 6

Voting:

Each Director/Officer is entitled to one vote only. A majority of the current Officers/Board must be present to make meeting valid.

Section 7

Vacancies:

Vacancies in the Board occurring between the annual meetings of C.A.R.S., shall be filled by election for the unexpired term of office. Where possible the election for the vacated position will be held at the next regular monthly business meeting following the occurrence of the vacancy.

Section 8

Duties of the Officers:

The duties and powers of the officers of C.A.R.S. shall be as follows:

a) The President

- 1) Shall preside at all meetings of the Board of Directors and members. The President shall sign and make all contracts and agreements in the name of C.A.R.S. and shall oversee the duties of the other Directors.
- 2) Shall see that the books, reports, statements, club property and inventories are properly kept and made available to the membership.
- 3) Shall enforce these bylaws, and perform all the duties, incident with the position and office which he holds.
- 4) Shall appoint such chairman of committees as deemed necessary to promote advancement and accomplishment of club objectives.
- 5) Shall provide leadership for C.A.R.S. and be present at each annual election meeting of the members and Directors to give a report as to the condition of C.A.R.S.

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b) The Vice President

During the absence or inability of the President to render and perform his duties or exercise his powers as set forth in bylaws:

- 1) Shall have all the powers and be subject to all the responsibilities and duties hereby given to or imposed upon the President.
- 2) Shall regulate all publication of any information for the use of the membership and keep all such publications in proper order.
- 3) Shall be responsible for advising the members of all coming events by posting information concerning the event on such bulletin boards or in such publications, newsletters or information distributions as shall be from time to time provided by C.A.R.S.

c) The Secretary

- 1) Shall keep the minutes of the meetings of the Board of Directors and the members of C.A.R.S. in an appropriate record book.
- 2) Shall give and serve all notices of behalf of the corporation and shall be the custodian of C.A.R.S. records.
- 3) Shall be the Historian/Librarian, when other appointments cannot be found, and shall keep a record of all historical or significant events pertaining to the purposes of C.A.R.S. and its activities.
- 4) Shall attend to all correspondence relating to the office of the secretary.
- 5) Shall maintain/update C.A.R.S. roster.

d) The Treasurer

- 1) Shall keep all of the financial records of C.A.R.S., and deposit all monies the same in the name of C.A.R.S. in such bank or banks as the Board of Directors may designate.
- 2) Shall sign, make and endorse in the name of C.A.R.S. on all checks, drafts, warrants and order for the payment of money and pay out, and dispose of same and receipt therefore under the direction of the President or the Board of Directors.
- 3) Shall render a statement of the conditions of the finances of the club at each monthly meeting, in the form of account status, printed from the bank statements. This record is to be available for review by all members. The statement shall be retained by the Secretary in C.A.R.S. records. The Treasurer shall keep accurate books of accounts and records of all the business and transactions of C.A.R.S. and perform all, do all other duties pertaining to the office of Treasurer.

Article IV
MEMBERSHIP
(Revised: January 9, 2022)

Section 1

General Membership:

Membership in C.A.R.S. shall be persons of good moral character and reputation and shall consist of two classes. The first shall be licensed radio amateurs who are current with their club dues. This group will be classified as “Regular Members”. The second shall be persons who are not licensed radio amateurs but who show evidence of an interest in radio electronics, and or, are willing to take an active part in club events and activities. This group shall be classified as “Associate Members”. Family membership includes on “Regular Membership” and participation by immediate family members as they wish. Admission of new members shall be upon the recommendation of at least two members and the verification of a valid Amateur Radio License. Application for membership shall be reviewed and recommended favorably or unfavorably by the officers and the members shall admit new members upon majority vote of such members present and voting.

Section 2

Regular Members:

Regular members shall have the privilege of voting for a period of paid membership and the right to extend such membership annually thereafter upon payment of annual dues. In the event dues are not paid to date, these privileges and rights shall be revoked until the time the member pays his or her dues.

Section 3

Associate Members:

Associate members shall have the privilege to participate in club events and activities. Associate members, however, shall not be permitted to hold office in C.A.R.S., serve as a member of the Board of Directors of C.A.R.S., or vote. Provided, however, associate members who thereafter become licensed radio amateurs may be elected to membership as a regular licensed radio amateur member and may hold such offices provided the dues are current. Should any licensed radio amateur member cease to hold a valid amateur radio license for any reason, such member shall automatically become as associate member with no refund of dues.

Article V

DUES

(Revised: January 9, 2022)

Section 1

Regular Membership and Associate Membership dues to C.A.R.S. shall be \$20 per year. Members, who's dues are not paid by January 31st, shall be noted as inactive, with voting privileges suspended until dues are current. To be eligible for C.A.R.S. drawings, raffles and other benefits, the member must be in good standing for the entire year. New member dues, for those joining after July 1st will be \$10 for the balance of the year.

Section 2

Family Membership dues to C.A.R.S. are an additional \$5 to the Regular Membership (\$25 per year) and entitled the additional family member to all privileges as the Regular Member. If the additional family member is also an Amateur Radio Operator, then that member may also have voting privileges. Voting privileges are limited to 2 votes with a Family Membership.

Article VI
CLUB PROPERTY
(Revised: January 9, 2022)

Section 1

Club Property:

The Officers of C.A.R.S. shall accept property donations only upon approval of a majority vote of the Board. A written receipt shall be prepared by the Treasurer for all gifts. Any equipment or gifts given to C.A.R.S. shall be considered an unconditional donation and shall be accompanied by a written acknowledgement from the donor to be entered into C.A.R.S. records. Equipment may be loaned to C.A.R.S. only at the owner's risk for damage or loss of that equipment and no liability will be placed on C.A.R.S. or its members for said damage or loss.

Section 2

Inventory:

C.A.R.S. property shall be inventoried once a year at the time new officers take over. The model, name, description, quantity, and location shall be noted. The Secretary shall keep the record of this inventory as part of C.A.R.S. records.

Section 3

Dissolution of Club Property:

If C.A.R.S. is discontinued or dissolved for any reason, all its assets will be transferred to an IRS Section 501 (c)(3) status organization, for disposal which shall be voted upon by the Board. If no board is present due to the dissolving of C.A.R.S., the vote defaults to ARRL for disposal.

Article VII
CLUB CALLSIGN
(Revised: January 9, 2022)

Section 1

Proper Usage:

Use of C.A.R.S. call sign is restricted to an official club or nationally sponsored amateur radio group event or activity approved by the Board. It will only be used by those regular members participating in an authorized event or activity.

Section 2

Improper Usage:

C.A.R.S. call sign will not be used by any individual so as to replace their station call sign for any reason.

Section 3

Trustee Responsibilities:

The trustee of C.A.R.S. call sign has veto authority over all planned use of C.A.R.S. call sign if the trustee feels that the use violates established law or does not serve the best interests of amateur radio. The trustee is also responsible for the updating of all information with the FCC and renewing of the call sign.
(January 1, 2020 – The trustee is Colen Boutwell WA5RKR)

Article VIII
AMENDMENTS
(Revised: January 9, 2022)

Section 1

Amendments:

These bylaws shall be made, altered or rescinded by the majority vote of the members at any regular meeting called for such purpose.

Article IX
ANNUAL REVIEW/REVISION
(Revised: January 9, 2022)

Section 1

Review:

C.A.R.S. bylaws shall be reviewed by the Board/Officers at the first board meeting of the New Year. If no changes are deemed necessary, then signatures of the President and Secretary of C.A.R.S. will be entered on the Signature Page (last page) of the document.

Section 2

Revision:

If revision is deemed necessary, the membership will be notified in accordance with Article VIII Section 1 and a vote of the regular membership will be taken at the next regular meeting.

Section 3

Document Updates:

This document (The Bylaws of the Columbia Amateur Radio Society) shall show the revision date directly below the Article heading. Any additions or changes to this document shall bear an underline showing the additions or changes. Any deletions shall bear a strike-out word.

THIS IS AN EXAMPLE OF AN ADDITION OR CHANGE

~~THIS IS AN EXAMPLE OF A DELETION~~

These changes must be shown on the documents during the current calendar year.

This document is available online via C.A.R.S.'s website (<https://nf4cq.com>) or may be viewed at our monthly club meeting.

You may request a hard copy of the bylaws for a cost of \$1. The hard copy will be delivered at the following month's club meeting.

ANNUAL REVIEW SIGNATURE PAGE
(Revised: January 9, 2022)

Office:

Signature:

Date:

These bylaws were signed on _____ by the President, Vice President, and Secretary of C.A.R.S.