

ORANGE COUNTY AMATEUR RADIO CLUB, INC. BY-LAWS

(Adopted October 18, 1963)
(Amended October 21, 1966)
(Amended October 13, 1967)
(Amended November 14, 1969)
(Amended November 21, 1975)
(Amended September 16, 1977)
(Amended February 16, 1979)
(Amended May 16, 1980)

ARTICLE I OBJECTS

The objects for which this club is formed, are to promote interest in and the advancement of amateur radio communications, as well as the field of electronics, to provide better relationship with the public, and to participate in all types of activities involving communications.

ARTICLE II MEMBERSHIP

A. Members shall be persons of good moral character, having an interest in amateur radio and/or radio experimentation, electronics, and associated fields, and having an interest in the aims of this club. Such persons may, upon proper application, become members provided that the membership fees are paid in advance at the time application for membership is made, and provided that any and all other requirements set forth by the By-laws or by the Board of Directors are met.

B. Non-licensed members shall not hold any office in the club or be placed as Chairman of any Committee.

C. Yearly dues for members who are 20 years of age and older are \$10.00.

(Note 1) The dues for members younger than 20 years are \$5.00.

(Note 2) Additional members in the same household where one member has paid full dues shall be charged \$5.00.

(Note 4) All dues are due and payable January first of each year.

(Note 5) Non-payment of dues by the end of the first quarter constitutes forfeiture of club membership.

(Note 7) If a new member joins the club during the year, the yearly dues may be prorated by the quarter, but must be paid on a yearly basis. Each member after being admitted to membership will receive a card indicating such, and this card should be carried at all times. It is the duty of each member to notify the membership officer of any change in address. Members who renew their dues in November or December for the following year shall receive a 25% decrease.

ORANGE COUNTY AMATEUR RADIO CLUB, INC. BY-LAWS (Continued)

- D. The Board of Directors may expel or suspend a member by a unanimous vote at a meeting. of the Board under the following conditions:
 - 1. Failure or refusal to discharge his indebtedness to the club other than dues.
 - 2. Conduct prejudicial to the welfare, interests, order or character of the club.
 - 3. Conviction of violation of the rules of the Federal Communications Commission when such violation results in the suspension or cancellation of license privileges.
 - 4. Conviction of a felony under the laws of the State of California.
- E. The Board of Directors has the power to reinstate any member expelled.
- F. Members who withdraw, have been suspended, or expelled from the club have no recourse on club assets or property, real or otherwise.
- G. All notices required to be sent to any member shall be sent by mail to such member's last known address.

(Note 6) H. Awarding Honorary Membership in OCARC

- 1. HONORARY MEMBERSHIP in OCARC shall be considered appropriate by a two thirds affirmative vote of the Board of Directors and then a simple majority vote of the membership present at a general business meeting of OCARC.
- 2. NOMINATION for Honorary Membership shall be initiated during the "good of the Club" portion of the business meeting and/or Board of Directors meeting.
- 3. Any OCARC member in good standing may nominate any person for honorary membership using the guidelines of said person's qualifications in regards to their service to the club, the community, and to Amateur Radio.
- 4. Honorary membership shall be for a term of at least one year to terminate on 31 Dec., but not to exceed twenty-three months, without renomination as outlined in the following paragraph.
- 5. The names of all Honorary Members shall be reconsidered within three months prior to the expiration of their membership, and all Honorary Members' names receiving a two thirds affirmative vote of the Board of Directors shall be submitted to the membership at the December Business Meeting for renewal of their Honorary Membership by a simple majority vote of the members present.
- 6. Honorary Members shall be ineligible to vote and ineligible to hold office in OCARC.

ORANGE COUNTY AMATEUR RADIO CLUB, INC. BY-LAWS (Continued)

ARTICLE III MEETINGS

Regular meetings of the club shall be held monthly at designated times and places. Special meetings may be called by the Board of Directors, when necessary, at designated times and places. Notices of regular and special meetings shall be mailed at a reasonable time prior to such meetings to each member, and such notice shall contain a list of the important items on the agenda for such meetings.

ARTICLE IV RULES OF ORDER

Robert's Rules of Order (revised) shall govern the meetings of this club and the Board of Directors when same does not conflict with these By-laws.

ARTICLE V ORDER OF BUSINESS

1. Roll Call of Officers - Secretary shall call roll by title then officers shall stand and identify themselves.
2. Reading of the Minutes of Previous Meeting - by the Secretary.
3. Lecture or Scheduled Entertainment - As introduced by the Vice-President.
4. Introduction of New Members - by the Treasurer.
5. Introduction of Visitors - by the President.
6. Reports of Committees - All Committees report each meeting, unless otherwise designated, if only to report progress. The committee Chairman will deliver the report of his committee, but no action will be taken until the class of business to which he is assigned is in order.
7. Reading of Communications - By the Secretary.
8. Bills - All expenditures other than normal monthly operating expenditures, shall require majority approval of members present.
9. Unfinished Business - All unfinished business shall be mentioned and further or final action taken.
10. New Business - Self explanatory.
11. Treasurer's Report - The Treasurer shall report on the financial condition of the club up to and including the date of the last meeting.
12. Good of the Club - Self explanatory.

ORANGE COUNTY AMATEUR RADIO CLUB, INC. BY-LAWS (Continued)

ARTICLE VI DIRECTORS

Subject to the limitations of the Articles of Incorporation, of the By-Laws, and of the California general corporation law, as to be authorized or approved by the members, and, subject to the duties of the Directors as prescribed by the By-Laws, all corporate powers shall be exercised by and under the authority of, and the business and affairs of the corporation shall be controlled by the Board of Directors. Without prejudice to said general powers and subject to the same limitations, it is hereby specifically declared that the Directors shall have the following powers to-wit;

- A. To select or remove all other officers, agents and employees of the corporation. To prescribe such powers and duties for them as may not be inconsistent with law, with the Articles of Incorporation or the By-Laws, fix their compensation and require from them security for faithful service.
- B. To conduct, manage and control the affairs of the corporation and to make such rules and regulations therefore not inconsistent with law or with the Articles of Incorporation or By-Laws as they may deem best.
- C. To change the principal office of the corporation; to fix and locate subsidiary offices; to designate any place for the holding of any members' meeting; to adopt, make and use a corporate seal.
- D. To borrow money and incur indebtedness for the purpose of the corporation, and cause to be executed and delivered therefore, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecations, or other evidences of debt and security therefore.

The authorized number of Directors of the corporate shall be ten (10) until changed by an amendment of the Articles of Incorporation or by a By-Law duly adopted by the members amending this section; and, if it is proposed to reduce the authorized number of Directors below ten, the vote or written consent of the members holding more than eighty (80%) percent of the voting power shall be necessary for such reduction.

It shall be the duty of the Directors to cause to be kept a complete record of all of their meetings and acts and the proceedings of the meetings of the members of the corporation, and to present a full statement at the regular meeting of the members showing in detail the assets and liabilities of the club and the general condition of its affairs. A similar statement shall be presented at any other meeting of the members when requested by a majority of the members in good standing.

ORANGE COUNTY AMATEUR RADIO CLUB, INC. BY-LAWS (Continued)

In addition, the Directors shall have the following powers:

- A. The President or any two Directors shall have the power to call a Board Meeting at any convenient time. All Board members shall be present unless specifically excused by the President.
- B. To call special meetings of the club members when they deem it is necessary, and they shall call a meeting at any time upon the written request of five members in good standing.
- C. To conduct, manage, and control the affairs and business of the club and to make rules and regulations not inconsistent with the laws of the Federal Communications Commission, the State of California, or the By-Laws of the Club.

Board meetings shall be open to all interested members in good standing.

ARTICLE VII ELECTION OF OFFICERS AND DIRECTORS

- (Note 3)
- A. The officers of the club shall be the President, Vice President, Secretary, Treasurer, Activities Manager, Public Relations Officer, TVI Committee Chairman, and Membership Chairman.
 - B. The Officers shall be nominated and elected one office at a time from the floor at the regular November meeting. Elections shall be by secret ballot. The new Officers shall be introduced and assume their positions the first scheduled meeting in January of the following year.
 - C. No officer shall hold the same office for an additional consecutive term, but may be elected to a different office. A term consists of six months or more in office.

Seven of the officers named above shall be Directors of the club. The immediate past President and the immediate past Vice President shall also be Directors for the following year.

Directors and officers shall be holders of a five year amateur license and shall be at least twenty-one years of age.

Vacancies incurred in club offices or the Board of Directors shall be filled at the next regular meeting by nomination and election from the floor, and they shall immediately assume office for the balance of the unfinished term

If the past President or past Vice President should be elected to any other office, then another member shall be elected to replace him on the Board of Directors by nomination and election from the floor.

ORANGE COUNTY AMATEUR RADIO CLUB, INC. BY-LAWS (Continued)

ARTICLE VIII DUTIES OF OFFICERS

Each officer shall receive a copy of the Officer Duty Directory and shall read and perform their duties as described therein. The Officers Duties Directory shall be available upon request of any member in good standing.

ARTICLE IX SEAL

The seal of this corporation shall be circular in form, having inscribed on its face the following words:

ORANGE COUNTY AMATEUR RADIO CLUB, INC.

ARTICLE X COMMITTEES

Finance Committee - Shall consist of two members appointed by the President whose duty shall be to audit the account books and to submit a report to the membership.

Code Class - The club will make every effort to have available to the members and prospective members- facilities for learning and becoming an Amateur Radio Operator. A report will be given at each regular meeting of the progress of the code class and an announcement of the time and place that the class holds regular meetings.

Special Committees - The President may, when necessary, name any committee for a specific purpose for the good of the club.

The Club Station Trustee shall hold a General Class License or above. He shall be responsible for the Club Station whose call is W6ZE, in memory of Earl Griffin who expired on August 15, 1956, and was a long time member of the Orange County Amateur Radio Club.

Committee members may be discharged for non-performance of duty, or for non-attendance of two consecutive meetings unless prior permission has been obtained from the Board of Directors, or, if appointment was made by the President, he alone may relieve a committee member from committee.

New Committeemen shall be appointed immediately by the President or Board of Directors, when a vacancy exists, to complete the unexpired term.

ARTICLE XI MISCELLANEOUS

(Note 9) Flowers or appropriate gifts may be sent to any member hospitalized without membership approval. Gifts shall not exceed thirty (\$30.00) dollars and shall be sent by a member of the Board of Directors.

ORANGE COUNTY AMATEUR RADIO CLUB, INC. BY-LAWS (Continued)

ARTICLE XII AMENDMENTS

These By-Laws may be amended at a meeting of the club by a two-thirds vote of the members present, and provided further, that the proposed amendment has been presented as a motion and read to the club at two consecutive meetings.

OFFICERS

PRESIDENT - It shall be the duty of the President:

To preside over all meetings of the members of this club and all Director' meetings, and he shall have the casting vote. To sign, as required, all contracts and other instruments of writing which have first been approved by the club members.

To call the Directors together whenever he deems it necessary and he shall have, subject to the advice of the Board of Directors, direction of the affairs of the club, and generally shall discharge such other duties as may be required of him by the By-Laws. To appoint a finance committee consisting of two members whose duty shall be to audit the account books and submit a report to the membership at the January meeting.

To appoint all other committees not otherwise provided for herein or elsewhere.

Keep completely informed of all club activities, and make any suggestions deemed fit to maintain smooth operation of the club's business.

When so delegated by the members, to be the representative of the club when it is necessary to make social or business contacts not normally handled by the Secretary, on behalf of the club.

VICE PRESIDENT - It shall be the duty of the Vice President to act in the absence of the President and do and perform the duties of the President in the manner herein before provided, and to do and discharge such other further duties as may be required of the President by the By-Laws or the Board of Directors.

He shall be commissioned to secure or cause to be secured the speaker for the regular meeting, and the topic shall be of interest or of educational value or otherwise appropriate for an amateur radio club.

SECRETARY - It shall be the duty of the Secretary to keep a record of the proceedings of the Board of Directors, general and special meetings of the club. It shall be the duty of the Secretary to receive and read all communications to the members, to attend to all club correspondence, and to perform such other duties of like nature as may be required.

ORANGE COUNTY AMATEUR RADIO CLUB, INC. BY-LAWS (Continued)

TREASURER - It shall be the duty of the Treasurer to receive all funds of the club and to keep a complete record of all monies received or expended. He shall make no expenditures unless properly approved other than normal monthly operating expenses.

Funds will be kept in a bank recommended by the Board of Directors and the checks must bear the signatures of any two of the following officers to be valid: President, Vice President, or Treasurer.

It shall be the duty of the Treasurer to keep the corporate seal and blank certificates of membership; to fill out and sign all membership cards and make corresponding entries of such issuances. He shall affix said corporate seal to all instruments requiring a seal.

To keep all proper and necessary books of account showing the number of membership cards issued, date of issuance and status of members. He shall be charged to have the books up to date prior to each meeting.

In case of his absence, inability, refusal, or neglect to do these things, he will turn over to the President all property of the club. Then such duties may be discharged by any member directed by the President and sanctioned by the Directors.

ACTIVITIES MANAGER - It shall be the duty of the Activities Manager to organize outside activities, with assistants of his own choosing, such as transmitter hunts, field day operations, annual picnic, and other activities for enjoyment and general interest. He will be responsible for obtaining all raffle prizes and be in charge of all raffles.

He will be in charge of refreshments of each general meeting. He may enlist the assistance of members in preparation of refreshments and to police meeting or other areas for cleanliness and order after activities.

PUBLIC RELATIONS OFFICER - It shall be the duty of the Public Relations Officer to be at meeting area one-half hour before meetings convene, to see that adequate seating is provided. He shall welcome visitors to the meeting and provide them with friendly contacts before the meeting is called to order. He shall be empowered to enlist the assistance of any member of the club to assist him in his duties. He shall be able to answer their questions or procure the answer to their questions. He shall do all other acts required of him by the Board of Directors. He shall be responsible for club publications.

ORANGE COUNTY AMATEUR RADIO CLUB, INC. BY-LAWS (Continued)

TVI COMMITTEE CHAIRMAN - The TVI Chairman will select at least two members to assist in the elimination of TVI. All complaints will be taken care of as soon as possible. He shall keep a record of all complaints and the disposition of same. When called upon by the President, he shall make a report to the membership and shall make such recommendations as will assist the membership in the elimination of TVI. He is empowered to report at the Directors' meeting any member who refused, or otherwise is not receptive to the recommendations of the TVI Committee for further action by the Board. He shall do all other acts required by the Board of Directors not herein provided for.

MEMBERSHIP CHAIRMAN - It shall be the duty of the Membership chairman to:

1. Maintain to date, an accurate roll of all dues-paid members.
2. When the Public Relations Chairman delivers "RF", he will address stamp and mail "RF" to the membership.
3. He will keep a record of back "RFs" during his term of office.
4. After the March meeting, he shall prepare a list of dues-paid members, including name, call, address, telephone number, and zip code. He will submit this list to the Public Relations Chairman for inclusion in April "RF".

NOTE 1: ARTICLE II MEMBERSHIP

"C" Amendment to By-Laws passed November 21, 1969. Yearly dues increased from \$2.50 to \$3.50.

NOTE 2: ARTICLE II MEMBERSHIP

"C" Amendment to By-Laws passed November 21, 1969. Yearly dues increased from \$3.50 to \$6.00. Dues are reduced to \$3.00 for those who are 19 years of age and younger. Dues are \$3.00 for additional members of a household.

NOTE 3: ARTICLE VII ELECTION OF OFFICERS AND DIRECTORS

"A" Amendment to By-Laws passed October 21, 1966. The number of officers increased from nine to ten. Membership Chairman added.

NOTE 4: ARTICLE II MEMBERSHIP

"C" Amendment to By-Laws passed November 21, 1975. Yearly dues increased from \$6.00 to \$8.00.

ORANGE COUNTY AMATEUR RADIO CLUB, INC. BY-LAWS (Continued)

NOTE 5: ARTICLE II MEMBERSHIP

“C” Amendment to By-Laws passed September 16, 1977.
Members that renew their dues in Nov. or Dec. for the following year shall receive a 25% decrease.

NOTE 6: ARTICLE II MEMBERSHIP

ARTICLE II, SECTION H

GENERAL TITLE: AWARDING HONORARY MEMBERSHIP IN OCARC

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6. Honorary Members shall be ineligible to vote and ineligible to hold office in OCARC.

NOTE 7: ARTICLE II MEMBERSHIP

“C” Amendment to by-laws passed July 20, 1979. Yearly dues increased from \$8.00 to \$10.00.

NOTE 8: ARTICLE XI MISCELLANEOUS

Amendment to by-laws passed July 20, 1979. Club officers no longer need to be bonded.

ORANGE COUNTY AMATEUR RADIO CLUB, INC. BY-LAWS (Continued)

NOTE 9: ARTICLE XI MISCELLANEOUS

Amendment to by-laws passed May 16, 1980. Flowers or gifts may be sent to any member hospitalized or silent key without membership approval. Gifts etc. shall not exceed \$30.00.

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