

CONSTITUTION
LAKEHEAD AMATEUR RADIO CLUB INC.

ARTICLE 1: MEMBERSHIP

- A. Full Membership
Only individuals holding an Amateur or Commercial certificate of proficiency shall be eligible for Full Membership.
- B. Associate Membership
An Associate Membership upon approval of the executive shall only be available to:
 - 1. Persons not holding a valid certificate of proficiency in radio but who show a genuine interest in Amateur Radio.
 - 2. Licensed Amateurs who, by location (non-resident) or occupation, are unable to attend regular meetings of the Lakehead Amateur Radio Club Inc.
- C. Special Membership
The executive will be empowered to make recommendations to the club for the following membership classifications:
 - 1. Life Membership: Awarded to licensed Amateurs who have shown a continuous active interest in the affairs of the club, and amateur radio activity in this area. Those members shall have full privileges and are exempt from annual club dues.
 - 2. Senate: The purpose of the Senate shall be to provide guidance and advice to the club, at their discretion. Any recommendations developed will be tabled at any regular meeting of the executive. The SENATE is limited to those holding the status of life membership in the club.
 - 3. Honorary Membership: To be awarded to individuals or groups who have provided active support to the club or Amateur Radio activities in this area." Those members will have no club privileges.

ARTICLE 2: DUES

Each member shall be required to pay the fees as presented under Bylaw No. 1.

ARTICLE 3: MEETINGS

- A. Regular meetings shall be held from September through June.
- B. The President or Vice President may call a meeting at any time, providing the membership is duly notified.
- C. At the request of ten (10) members the President or Vice President shall call a meeting.
- D. Only full and Life Members shall have the right to vote.
- E. No full or life member shall have more than one (1) vote on any motion. There shall be no voting by proxy.
- F. The annual meeting shall be held during the month of February.

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ARTICLE 4: ELECTION OF OFFICERS

- A. Officers shall be elected annually and serve from, day of election until their successors are elected or appointed.
- B. There shall be an elected executive consisting of: President, Vice President, Secretary Treasurer, Editor of club bulletin, and four (4) Directors"
- C. Nomination of officers shall take place at the September meeting. Only full and life members will be eligible for nomination.
- D. Election of officers shall take place at the October General Meeting.
- E. All Elected officers who have not paid their dues by the following meeting shall be suspended from office.
- F. Elections shall be held at any regular general meeting to fill an executive vacancy.
- G. Elections shall be by secret ballot and will be carried out by the chairman of the nominating committee.

ARTICLE 2: DUTIES OF OFFICERS



- A. It shall be the duty of the executive to conduct the business of the corporation between meetings, subject to ratification of the membership.
- B. It shall be the duty of the President to preside at meetings, general or executive. He shall be a member ex officio of all committees. The President shall perform such other duties as are necessary to the proper conduct of his office. The President or his designate, shall be the only authorized spokesman for the corporation.
- C. It shall be the duty of the Vice President to perform the duties of the President in the absence or disability of the President, and to perform such duties which the President may delegate.
- D. It shall be the duty of the Sec-Treas. to:
 - 1. Record and present the minutes of meetings.
 - 2. Record and present all financial transactions of the corporation.
 - 3. Prepare and present an audited financial statement at the October meeting, prior to the election of officers.
 - 4. Be chairman of the finance committee.
 - 5. Perform such other duties as designated by the executive.
- E. It shall be the duty of the President and Sec.-Treas. to authorize all expenditures on behalf of the corporation. Expenditures exceeding the limits as stated in the Bylaws must be authorized at a general meeting.

ARTICLE 6: COMMITTEES

- A. The Emergency Co-ordinator shall be selected from the Full membership by the executive.
- B. The chairman of the nominating committee and two (2) members shall be appointed by the executive at the May general meeting.
- C. Committee chairmen and conveners shall be appointed by the executive.
- D. The executive shall appoint a club station manager.

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ARTICLE 7 BYLAWS AND AMENDMENTS

- A. Bylaws and/or amendments must be presented in writing at a general or special meeting.
- B. Such proposed Bylaws and/or amendments may be considered at any regular meeting of which the membership has been duly notified.
- C. Bylaws require an affirmative vote of the majority of members present.
- D. Amendments to the Constitution require an affirmative vote of two thirds (2/3) of the members present at a general meeting.
- E. A quorum shall consist of 25% of the voting members (full and life members).

BYLAWS

1. DUES

- A. The annual fee for full membership shall be Ten Dollars(\$10.00).
- B. The annual fee for associate membership shall be \$5.00.
- C. The annual fee for family membership shall be Twelve (\$12.00).

2. EXPENDITURES

Expenditures exceeding twenty five (\$25.00) must be authorized by an affirmative vote of the majority of members present at a general meeting.

3. CLUB STATION OPERATION

Club equipment shall be operated only by club members or others authorized by the station manager. The rules governing the operation of the station shall be posted at the station.

4. MEETING FORMAT

The President shall provide a written agenda prior to the beginning of each general, special and annual meeting. The agenda shall be in the following format:

- a. Minutes of the last general, special or annual meeting.
- b. Treasurer's Report.
- c. Correspondence.
- d. Committee Reports.
- e. Business arising from the minutes.
- f. Old Business.
- g. New Business.
- h. Other - (special presentation, etc.)

5. AGENDA ITEMS

Items not of an emergency nature must be in the hands of the, President at least ten days prior to the general meeting.

6. The meetings shall be conducted according to Parliamentary Procedure using Robert's Rules of order as a guideline.

7. Rules of order may be temporarily suspended by a majority vote of members present.