

LAGUNA WOODS AMATEUR RADIO CLUB BY-LAWS

March 7, 2019

Article 1. Name: The name of this organization shall be "THE LAGUNA WOODS AMATEUR RADIO CLUB".

Article 2. Purpose: The club is a non-profit organization of FCC licensed Amateur Radio Operators dedicated to serving the public and other Radio Amateurs by assisting in emergencies, disasters, handling radio traffic and facilitating world-wide contacts with other Radio Amateurs.

Article 3. Membership Eligibility:

A. **Regular Membership (RM):** Any resident of Laguna Woods Village (LWV) with a current FCC issued Amateur Radio License and a willingness to contribute his/her efforts toward the purpose of the club, shall be eligible for Regular Membership. Prior residents of LWV and who remain sufficiently active, as solely determined by the Board, may continue their regular membership. Membership fees are established in the Bylaws, Article 6.

B. **Honorary Membership (HM):** Non-residents who can provide special expertise may apply for Honorary Membership. There is no membership fee for this class of membership. Honorary members have no voting privileges.

C. **Associate Membership (AM):** Residents of LWV who do not have an Amateur License, and who are actively participating in club activities shall pay an annual fee (determined by the Board) and shall become Associate Members. If, after one year, the AM has not achieved an Amateur Radio License, that member, with the approval of the Board, may pay the fee again and be given another year to obtain a license. Associate Members have no voting privileges.

Article 4. Officers and Board of Directors:

Section 1. The club shall elect a President, Vice-President, Secretary and Treasurer who shall be full time residents of Laguna Woods Village. The term of office shall be one year, with reelection permitted. The officers shall function as the Board of Directors. An appointee selected by the Board of Directors shall replace any officer who has relinquished his office during the year. If no member of the club will accept the position then the number of Board Members for purposes of a quorum will be reduced until the position is filled.

Section 2. The overall control and conduct of business and the establishment of policies shall be vested in a Board of Directors, which shall be comprised of the four elected members listed above. The Board will control all expenditures, except that the President or the Treasurer may, at their discretion,

authorize expenditures for routine items such as postage, copying, etc. not to exceed a total of one-hundred dollars per month.

Section 3. Meetings of the Board of Directors shall be held as necessary to deal with issues that will eventually be presented to the general membership for information or approval. Committee Chairs attend the Board meetings as ex-officio members. The Secretary shall function as the Board Secretary to keep minutes of the Board Meetings. The Board Secretary will read the Board Meeting minutes to both the Board itself and to the membership at the next General Meeting and where appropriate the President will discuss items needing membership approval or those that are informational. The President will preside at all Board meetings if present. In his absence, the Vice-President will preside.

Section 4. A majority of the Board of Directors (4) shall constitute a quorum. If any Board vote should result in a tie, the President's vote shall decide the issue.

Article 5. Duties of Officers: The President shall preside at all meetings of the Club and be empowered to sign checks in the absence of the Treasurer. The Vice-President, in the absence of the President, shall preside at all meetings. The Secretary shall keep the minutes of all meetings, receive and answer all mail, and distribute the minutes of the meetings. The Treasurer shall receive all monies paid into the club, disburse funds for authorized expenditures, maintain an accurate record of all receipts and disbursements, present a financial report at each meeting and maintain the club roster.

Article 6. Dues: Family membership dues are established at \$20.00 annually and are payable on January 1st. New members joining the club after September will have their dues credited for the following year.

Article 7. Meetings: General meetings will be held on the first Thursday of each month except July and August. The President will establish the time and location of membership meetings. For the purpose of voting on issues brought to the General Membership, a quorum shall be at least 12 members to entertain a motion and a majority of those present and voting at the meeting is needed to pass a motion. An abstention is a non-vote and not counted. The Board should meet at its convenience as determined by members of the Board.

Article 8. Committees: The chair of all standing or ad hoc committees shall be appointed by the President. The committees shall be chaired by full time residents of the Village. The Chair of each committee shall appoint its additional members. Standing committees are as follows:

Section 1: The Technical Committee shall assist the Board in all technical matters of the club and shall be responsible for reviewing technical equipment matters and making recommendations to the Board.

Section 2: The Communications Committee is responsible to conduct the weekly nets and participate in other communication activities such as drills and Disaster Task Force activities.

Section 3: The Program Committee develops information and technical programs for the membership at monthly club meetings.

Section 4: The Liaison Committee shall provide liaison between the club and Village Boards in the interest of the club and, as necessary, other clubs or organizations.

Section 5: The Disaster Committee will be active on the Village Disaster Preparedness Task Force, active with City and Orange County RACES. Coordinates and participates in all disaster activities and drills involving the Club.

Article 9. Amendment of By-laws. These By-Laws may be amended by a two-thirds vote of the members present at any regular meeting, except that the number of members voting must not be less than 12.

Article 10. Elections: Election of officers shall be held at the November meeting of each year and the new Board will takeover on January 01.

Article 11 Dissolution: Upon dissolution of the Laguna Woods Amateur Radio Club, any funds remaining shall be distributed, by any remaining Directors, to one or more regularly organized and qualified groups organized for the same purposes as the Laguna Woods Amateur Radio Club within Orange County.

Approved: W6LY Club Meeting on 3 December 2015.

Approved revision: W6LY Club Meeting on 7 March 2019 (Article 3)