

Constitution

of the Madison County Amateur Radio Club

Revised November 6, 2025

We the undersigned, wishing to secure for ourselves the pleasures and benefits of the association of persons commonly interested in Amateur Radio, do hereby constitute ourselves the **Madison County Amateur Radio Club, Inc** and do enact this constitution as our governing law. It shall be our purpose to facilitate the exchange of information and general cooperation between members, to promote radio knowledge, fraternalism, and individual operating efficiency, and to so conduct Club programs and activities as to advance the general interest and welfare of amateur radio in the general community.

ARTICLE I: NAME

Section 1. The name of the corporation shall be the Madison County Amateur Radio Club, Inc.

ARTICLE II: MEMBERSHIP

Section 1. All persons interested in Amateur Radio shall be eligible for membership. Membership shall be by application or such terms as the Club shall provide in the By-laws. An individual interested in radio techniques solely with a personal aim and without pecuniary interest.

ARTICLE III: OFFICERS

Section 1. The officers of the Club shall be: President, Vice-president, Secretary, Treasurer, Activities Manager, Publications Editor, W9VCF Trustee, and Chairman of the Technical Committee, all of whom shall be considered the Board of Directors.

Section 2. The Executive leadership shall be elected for a 3-year term by a majority of ballots cast. The newly elected Vice President will be the Vice-President the first year, President the second year, and Immediate Past President the third year.

Section 3. All other officers of the Club and two (2) additional members of the Technical Committee shall be elected for a term of one year by a majority of votes cast.

Section 4. In case of a vacancy in any office, the successor for the remainder of the year shall be appointed by the Board of Directors.

Section 5. Officers may be removed on motion by a three-fourths vote of the membership attending a regular meeting.

ARTICLE IV: DUTIES of OFFICERS

Section 1. The president shall preside at all meetings of the Club and conduct the same according to the rules adopted. He/She shall enforce due observance of this

Constitution and by-laws, decide questions of order, and perform all customary duties pertaining to the office of President. He/she shall sign all official documents that are adopted by the Club.

Section 2. The Vice-president shall assume all the duties of the President in the absence of the latter. He/she will be responsible for having a net control for the Wednesday night net and administering the Awards Program.

Section 3. The Immediate Past President is an advisory position to the President and is not a member of the Executive Committee.

Section 4. The Secretary shall keep a record of the proceedings of all meetings, keep a roll of members, read and answer all correspondence, and read a summary of all communications that have taken place since the last meeting. In addition, he/she shall keep the Constitution and by-laws of the Club and have the same available for reference at all regularly scheduled meetings as well as any special meetings which may ensue. He/She shall cause all amendments, changes, and additions to be noted thereon; and he/she shall permit consultation there on by any and all members upon their request.

Section 5. The Treasure shall receive and receipt all money paid to the Club. He/She shall keep an accurate account for all money received and expended. He/She shall pay no bills without proper authorization (by the Club or its officers constituting a business committee). At the end of the year, he/she shall submit to the Club an itemized statement of disbursements and receipts. At the expiration of his/her designee term in office, he/she shall turn over all applicable documentation and equipment in his/her possession belonging to the Club to his/her successor.

Section 6. The Activities Committee shall consist of a Chairman and appointed committee members as needed. The Chairman shall coordinate Club member activities including meeting presentations. The Chairman shall be responsible for promoting club activities and maintaining the Club Calendar.

Section 7. The Publications Editor is responsible for publishing the newsletter and maintenance of any other digital presence supported by the club.

Section 8. The Trustee shall maintain the W9VCF Club call letters and coordination of the Club's repeaters and stations. The Trustee shall be responsible for maintaining credentials for all digital presence supported by the Club.

Section 9. The Technical Committee shall consist of a Chairman, two (2) elected members, and appointed committee members as needed. The Technical Committee shall be responsible for maintaining all Club equipment and Membership assistance according to Article VI of the Constitution. The Technical Committee shall be responsible for the sale of all unused or outdated equipment as directed by the Membership. The Technical Committee shall make recommendations to the Membership on the acquisition of new equipment.

ARTICLE V: DUES

Section 1. The Madison County Amateur Radio Club may levy upon the membership such dues or assessments as shall be deemed necessary for the business of the organization with its objectives as set forth in the preamble thereof.

ARTICLE VI: MEMBERSHIP ASSISTANCE

Section 1. This Club shall enact appropriate rules to minimize interference in operation between stations of its members. It shall formulate adequate plans for disposition of any cases of interference to other radio services where reported as caused by any amateur station operation in the area of Club jurisdiction. The Club, through designated technical committees, interference committees, public relations committees, and operating committees will provide technical advice to members concerning equipment design and operation to assist in frequency observance, clean signals, uniform practice, and absence of spurious radiation from Club member stations. The Club shall also maintain a program to foster and guide public relations in those channels favorable to amateur work.

ARTICLE VII: AMENDMENTS

Section 1. This Constitution or the By-Laws may be amended by a two-thirds majority vote of the Club members at a meeting, provided all members have been notified of the intent to amend the Constitution and/or By-Laws at a specified meeting. Proposals for amendments shall be submitted in writing at a regular meeting and may not be voted upon until the next regular meeting.

ARTICLE VIII: RULES

Section 1. Robert's Rules shall govern proceedings.

By-Laws

of the Madison County Amateur Radio Club

Revised November 6, 2025

ARTICLE I: MEMBERSHIP

Section 1: Application for Membership. Application for membership shall be submitted at a regular meeting. Each application must express a willingness of the applicant to abide by the Constitution and by-laws and such rules adopted by the Club. Two-thirds of the members present at the meeting shall approve the application before the applicant shall be considered elected to membership.

ARTICLE II: MEMBERSHIP CERTIFICATE

Section 1: Certificate. As provided by law, each member of the Club shall be entitled to a membership certificate signed by the President, and issued by the Secretary/Treasurer, stating that he/she is a member of the Corporation and other information required by law. New membership certificates shall be issued each year. The nature of the certificate shall be decided by consensus of the membership.

ARTICLE III: DUES

Section 1: Assessment. The Board of Directors shall determine the cost of dues for the upcoming year at the November meeting each year. To obtain and continue membership in the club, each member shall pay dues on an annual basis. Dues must be paid by January 31st of each year. After January 31st, a late fee of five dollars (\$5.00) will be added to the dues owed. Dues must be current to hold a club office and be a club member with voting privileges. Non-payment of dues shall constitute a termination of membership.

Section 2: Assessment Period. Dues must be paid on an annual basis for the period from January 1 to December 31.

Section 3: New Member Partial Year Assessment. New members joining after March 31, will be assessed two (\$2.00) dollars per month for the remainder of the year with full membership starting immediately. First year dues shall be waived for new Technician Class licensees that join the club within 1 year of obtaining their license.

Section 4: New Member Definition. A new member is any person not a member for two (2) years in succession.

Section 5: Dependent Membership. The dependent of a Club member that is current in dues and good standing may become a Club member by paying a two-dollar (\$2.00) membership fee. The assessment shall remain constant throughout the year.

ARTICLE IV: MEETINGS

Section 1: Regular Monthly Meetings. Meetings shall be held as directed by the Board of Directors each calendar month. The regular monthly meeting shall be held the first Monday of each month at 7:00 PM Eastern Time at the Madison County Emergency Operations Center, 200 N. Delaware St., Anderson, IN, or a location designated by the President.

Section 2: Special Meetings. Special meetings may be called by the President upon written request of any five (5) members of the Club. Notices shall be sent to all members informing them of the special meetings and the business to be transacted. Such notices shall be sent by way of email a minimum of twenty-four (24) hours prior to the scheduled time of the meeting. Only such business as is designated in the said notice shall be transacted at the special meeting.

ARTICLE V: ELECTIONS

Section 1: Election of Officers. The annual meeting of the Corporation for the election of officers shall be the first Monday in December in conjunction with the regular monthly meeting. Officers shall be elected by the members present and by members submitting absentee ballots. Voting shall be by secret ballot. Only members current in dues and good standing in the Corporation shall be eligible to hold an office. Only members current in dues and good standing in the Corporation shall be eligible to vote in the election of officers.

Section 2: Nomination of Officers. The annual meetings of the Corporation for the nominations of officers shall be the regular meetings in October and November. Nominations shall be made only by members current in dues and good standing in the Corporation. Nominations shall be taken from the floor, by mail, and by email.

Section 3: Removal of an Officer. An officer that is not current in dues and good standing or is delinquent in dues is subject to removal from that office as per the provisions in **ARTICLE III, Section 5** of the Club **Constitution**.

ARTICLE VI: FISCAL YEAR

Section 1: Starting and Ending Dates. The fiscal year shall be the period from January 1 to December 31 of each year.

ARTICLE VII: AWARDS

Section 1: Purpose and Criteria. Madison County Amateur Radio Club, Inc. may implement and administer an awards program, the intent of which is to promote participation in Club-sponsored events and activities. The criteria for the program shall be defined by consensus of the membership.