

CONSTITUTION OF THE BROOKHAVEN (BERA) AMATEUR RADIO CLUB

Preamble: We, the undersigned, wishing to secure for ourselves the pleasures and benefits of the association of persons commonly interested in Amateur Radio, constitute ourselves the Brookhaven (BERA) Amateur Radio Club, and adopt this Constitution and the Brookhaven Employees Recreation Association Constitution as our governing law. It shall be our purpose to further exchange of information and co-operation 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 community. In furtherance of this organizations acknowledgment and support of B.E.R.A. supported activities, The B.E.R.A. Constitution and By-Laws are hereby appended to this Constitution and By-Laws. If any conflicts arise between the two documents, the B.E.R.A. Constitution and By-Laws shall take precedence.

ARTICLE I

MEMBERSHIP: Sec. 1. Membership shall be by application and divided into two classes: Full member and Associate member.

Sec. 2. Full membership shall be open to anyone holding a valid amateur license.

Sec. 3. Associate membership shall be open to anyone who has an interest in Amateur Radio. An associate member may attend all meetings and take part in all discussions but may not vote or hold office. Upon obtaining a valid amateur license, an associate member will automatically become a full member.

ARTICLE II

OFFICERS: Sec. 1. The governing body of the Club shall be the Board of Directors consisting of a President, Vice-President, Secretary, and Treasurer.

Sec. 2. The Board of Directors shall be elected for a term of one year.

Sec. 3. Nominations for all officers shall open in December. The nominees for President and Vice-President shall hold Technician class or higher license. The election shall take place at the January meeting by ballot of the members present, provided they constitute a quorum.

Sec. 4. The Board of Directors shall meet monthly.

Sec. 5. Vacancies occurring between elections must be filled by special ballot, at the first regular meeting after the vacancy is announced.

Sec. 6. Officers may be removed on motion by a majority of the Full membership by a mailed-in ballot.

ARTICLE III

DUTIES OF OFFICERS:

Sec. 1. The Board of Directors shall in general determine the policies of the Club and pass on all issues affecting the welfare of the Club. The Board will, however, carry out the will of the Club as expressed by the majority of the Full membership.

Sec. 2. The President shall preside at all meetings of the Club and conduct the same according to the rules adopted. He shall enforce due observance of this Constitution and By-Laws; decide all questions of order; sign all official documents that are adopted by the Club, and perform all customary duties pertaining to the office of President. He shall have no vote at meetings except in the case of a tie.

Sec. 3. The Vice-President shall assume all duties of the President in the absence of the latter. He shall also plan and organize activities to advance Club interest as approved by the Club.

Sec. 4. The Secretary shall keep a record of the proceedings of all meetings, keep a roll of members, submit applications for membership to the Board of Directors, carry on all correspondence, read communications at each meeting, prepare and mail to all members a periodic newsletter and such additional mailings and notifications as are deemed necessary, and mail written notices to each member of every special meeting of the Club. It shall be his duty to keep the Constitution and By-Laws of the Club and have the same with him at every regular and special meeting. He shall cause all amendments, changes and additions to be noted thereon and shall permit the same to be consulted by the members upon request. He shall also have in his possession a copy of the Brookhaven Employees Recreation Association Constitution. He shall at the expiration of his term turn over all items belonging to the Club to his successor.

Sec. 5. The Treasurer shall receive and receipt for all monies paid to the Club; he shall keep an accurate record of all monies received and expended. He shall pay no bills without proper authorization (by the Club or its officers constituting a business committee). At the end of each quarter he shall submit an itemized statement of disbursements and receipts. He shall at the expiration of his term turn over everything in his possession belonging the Club to his successor.

ARTICLE IV

MEETINGS:

Sec. 1. The By-Laws shall provide for regular and special meetings. At meetings, one officer and ten per cent of the membership shall constitute a quorum for the transaction of business.

ARTICLE V

DUES: Sec. 1. The Club, by a majority vote of the Full members present at any regular meeting, may levy upon the general membership such dues or assessments as shall be deemed necessary for the business of the organization within its object as set forth in the preamble thereof. Non-payment of such dues or assessments shall be cause for expulsion from the Club within the discretion of the Board of Directors.

ARTICLE VI

MEMBERSHIP ASSISTANCE: Sec. 1. The Club will provide technical advice to members concerning equipment design and operation to assist in frequency observance, clean signals, uniform practice, and absence of spurious radiations from Club member stations. The Club shall also maintain a program to foster and guide public relations.

ARTICLE VII

AMENDMENTS: Sec. 1. This Constitution may be amended by a two-thirds written vote of the Full members, provided that at least one-half of the total Full membership has voted. An announcement of the fact that an amendment is to be considered shall be included in the regular meeting notice mailed to all members prior to the meeting at which the amendment is to be discussed. Not later than one week following the meeting at which an amendment is proposed, ballots shall be mailed to all Full members. Ballots must be returned to the Secretary by the next regular meeting, at which they will be counted by the Board of Directors.

Sec. 2. The By-Laws may be amended by a majority vote of the Full members present at a regular meeting.

ARTICLE VIII

RULES: Sec. 1. The proceedings of the Club shall be ordered in accordance with the provisions of the Constitution. Any point of order not explicitly covered by the Constitution shall be resolved according to Robert's Rules of Order, as interpreted by the officer presiding at the meeting.

BY-LAWS

- Sec. 1. MEMBERSHIP. Applications for membership shall be submitted at a regular meeting in writing. Each application must express a willingness of the applicant to abide by the Constitution and ByLaws and rules promulgated by the Club. The application will be reviewed by the Board of Directors and the applicant will be considered elected to membership upon payment of dues to the Club treasurer.
- Sec. 2. MEETINGS. Regular meetings shall be held monthly at such place as the President shall order. Special meetings may be called by the President upon written request of any five members. Notices shall be sent to all members concerning special meetings and the business to be transacted. Only such business as designated shall be transacted at special meetings.
- Sec. 3. DUES. A regular yearly assessment of an amount decided upon by a majority of the Full members present at a regular meeting is hereby assessed in accordance with the provisions of Article V of the Constitution for the purpose of providing funds for current expenses. The Club's fiscal year shall run from October 1 through September 30. In order for a member to remain in good standing, his dues must be received by October 31.
- Sec. 4. REPEATER COMMITTEE. This committee shall be appointed by the Board of Directors for the purposes of design, installation, maintenance, and operation of the Club's repeater(s).
- Sec. 5. STATION COMMITTEE. This committee shall be appointed by the Board of Directors for the purposes of maintaining, operating, and setting policy for operation by Club members of the Club's permanent radio station(s).
- Sec. 6. SPECIAL COMMITTEES. Any number of committees, as the President deems necessary, shall be formed by him to conduct such work as the Club may require.