

Constitution and By-Laws  
of the  
**Rip Van Winkle Amateur Radio Society, Inc.**

As Amended February 21, 2011  
Reprinted February 22, 2011

***Preamble:***

We, the undersigned, wishing to secure for ourselves the pleasures and benefits of an association of persons commonly interested in Amateur Radio, constitute ourselves as The Rip Van Winkle Amateur Radio Society, Inc. and enact this constitution as our governing law. It shall be our purpose to further the exchange of information and 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.

***Membership: Article I***

All persons interested in Amateur Radio communications shall be eligible for membership. Membership shall be by application and election upon such terms as the club shall provide in its By-Laws.

***Officers: Article II***

**Sec. 1.** The officers of this club shall be President, Vice-President, Secretary, Treasurer, Historian and Safety Officer.

**Sec. 2.** The officers of this club shall be elected for a term of Two years by ballot of the members present, at the meeting in January.

**Sec. 3.** Vacancies occurring between elections must be filled by special elections at the first regular meeting following the withdrawal or resignation.

**Sec. 4.** Officers may be removed by a three-fourths vote of the membership.

***Duties of Officers: Article III***

**Sec. 1.** The President shall preside at all meetings, and conduct them according to the rules adopted. He/she shall enforce due observance of this Constitution and By-Laws; decide all questions of order; sign all official documents adopted by the club, and perform all other duties pertaining to the office of President.

**Sec. 2.** The Vice-President shall assume all the duties of the President in his/her absence. In addition, he/she shall organize club activities, plan and recommend contests for operating benefits, and advance club interest and activity as approved by the club. He/she shall maintain close liaison with the ARRL Section Emergency Coordinator to further club participation in the Amateur Radio Emergency Service.

**Sec. 3.** The Secretary shall keep a record of the proceedings of all meetings, keep a roll of members, submit membership applications, carry on all correspondence, read communications at each meeting, and mail or email written meeting notices to each member. At the expiration of his/her term he/she shall turn over all items belonging to the club to his/her successor.

**Sec. 4.** The Treasurer shall receive and receipt for all monies paid to the club; keep an accurate account of all monies received and expended; pay no bills without proper authorization (by the club or its officers constituting a business committee). At regular meetings he/she shall submit an itemized statement of disbursements and receipts. At the end of his/her term he/she shall turn over everything in his/her possession belonging to the club to his/her successor.

**Sec. 5.** The Historian shall keep all past records, photographs, newspaper clippings, etc. that pertain to the club and its activities and archive them in such a way that the ongoing history of the club can be made available to those interested in researching it. At the end of his/her term he/she shall turn over everything in his/her possession belonging to the club to his/her successor.

**Sec. 6.** The Safety Officer shall develop and implement on-site safety rules and procedures based mainly on common sense, conduct on-site investigations of accidents or incidents regardless of severity and prepare a report and recommendations for necessary changes, monitor and inspect any equipment that could be hazardous and make sure that no one uses any equipment considered unsafe, and attend any club activities where there are any safety issues. At the end of his/her term he/she shall turn over everything in his/her possession belonging to the club to his/her successor.

***Meetings: Article IV***

The By-Laws shall provide for regular and special meetings.

***Dues: Article V***

The club, by majority vote of those 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. Non-payment of such dues or assessments may be cause for expulsion from the club within the discretion of the membership.

***Membership Assistance: Article VI***

The club, through designated Interference, Public Relations, 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 radiations from club member-stations. The club shall also maintain a program to foster and guide public relations.

***Amendments: Article VII***

This constitution or By-Laws may be amended by a two-thirds vote of the total membership. Proposals for amendments shall be submitted in writing at a regular meeting and shall be voted on at the next following regular meeting, provided all members have been notified by Email of the intent to amend the constitution and/or By-Laws at said meeting. And by regular mail for those that do not have email capabilities.

Roberts Rules shall govern proceedings.

This Constitution and By-Laws shall supersede and replace any other Constitution and By-Laws drawn up at an earlier date.

***By-Laws:***

**1. Secretary.** It shall be the duty of the Secretary to keep the constitution and By-Laws of the club and have the same with him/her at every meeting. He/she shall note all amendments, changes

and additions on the constitution and shall permit it to be consulted by members upon request.

**2. Membership.** Full membership is open to licensed amateurs with their dues paid for the current year. Associate membership is open to those actively engaged in a class leading to an Amateur Radio license and all other interested persons. Full membership includes all club privileges as well as rights to hold a club office and to vote for club officers. Associate membership includes all club privileges except for the right to hold office and vote for club officers. Applications for membership shall be submitted at regular meetings.

**3. Meetings.**

**A.** Regular meetings shall be held on the third (3rd) Monday of each month. Special meetings may be called by the President upon the written request of any five club members. Notices shall be sent to members concerning special meetings and the business to be transacted. Only such business as designated shall be transacted. Such notices shall be sent so that they arrive not less than 24 hours before the meeting.

**B.** The Election of Officers and the annual Corporate Meeting shall take place on the third (3rd) Monday of January concurrent with the regular meeting.

**4. Dues.** The Dues Structure is:

**A.** Single Member, \$25 per year.

**B.** Family Membership, \$30 per year.

**C.** Student Member, \$5 per year until he/she graduates.

**D.** Any unlicensed member of a RVWARS sponsored License Class who successfully passes the VE exam shall be awarded a free membership in RVWARS for the balance of the current year.

**E.** New members joining the club after April 1st will be considered paid up for the balance of the current year and the following year. Membership is from January 1st to December 31st. Members who pay dues after April 1st will be paying for the following year and will not have full membership privileges for the current year.

**F.** Dues for active members of the military are free.

**5. Technical Committee.** This committee shall consist of members appointed by the club President. This will be a technical support group for helping club members deal with problems that they might not fully understand or have the necessary test equipment to correct the problem.

**6. Repeater Committee.** This committee shall consist of members appointed by the club President. The committee is responsible for maintaining the repeaters and associated equipment located at the repeater site.

**7. Education committee.** This committee shall consist of members appointed by the club President. The committee is responsible for scheduling and teaching the club sponsored classes.

**8. Other committees.** Other committees may be appointed by the club President as the need arises.