

BYLAWS
of the
Elkhart County Radio Association, Inc.

Enacted April 21, 1986
Revised January 1992
Revised May 20, 1997
Revised May 17, 2005

ARTICLE 1	--	MEMBERSHIP
ARTICLE 2	--	OFFICERS
ARTICLE 3	--	DUTIES OF OFFICERS
ARTICLE 4	--	MEETINGS
ARTICLE 5	--	VOTING
ARTICLE 6	--	DUES

MISSION STATEMENT

We, the undersigned, being desirous to secure for ourselves the pleasures and benefits of the association of persons commonly interested in Amateur Radio, do hereby constitute ourselves the Elkhart County Radio Association, Inc. In our efforts to improve the interest of radio in our community, further the better cooperation of members and develop individual efficiency, we do enact these bylaws as our governing law.

ARTICLE 1 – MEMBERSHIP

- 1.1 All members must hold a valid amateur radio license.
- 1.2 An individual seeking membership shall submit an application form to a board member. The Board of Directors shall review the membership request and present the application for a vote at the next General Membership meeting.
- 1.3 An individual who has been approved by the membership and has paid any required dues shall be regarded as a Member in Good Standing.
- 1.4 Membership may be terminated by recommendation of the Board of Directors and a vote of the General Membership.
- 1.5 Termination or withdrawal of membership terminates any and all claims on club activities, property, and use of equipment including repeater access codes or other assets belonging to the Elkhart County Radio Association, Inc. (otherwise referred to here as “ECRA”).

ARTICLE 2 – OFFICERS

- 2.1 The officers of the ECRA shall be as follows:
President, Vice President, Secretary, Treasurer, and Trustee. The five officers constitute the Board of Directors.
- 2.2 Members of the club shall elect the officers of the club for a term of one year.
- 2.3 Vacancies occurring between elections must be filled by a special vote at a regular business meeting after the withdrawal or resignation is announced.
- 2.4 Officers have no restrictions on the number of years they may serve in the same office as long as annual elections are held.
- 2.5 Nominations shall be taken at the second to last business meeting of the year.
- 2.6 Elections shall be held at the last business meeting of the year.
- 2.7 New officers shall be installed at the first business meeting of the following year.
- 2.8 An officer may be removed by a vote of the General Membership.

ARTICLE 3 – DUTIES OF OFFICERS

3.1 PRESIDENT

- 3.1.1 Shall preside over all club meetings.
- 3.1.2 Shall be in charge of developing a plan for the progress of the club.
- 3.1.3 Shall organize the club meetings.
- 3.1.4 May appoint an audit committee.
- 3.1.5 May appoint members to carry out specific club related tasks.

3.2 VICE PRESIDENT

- 3.2.1 Shall assist the president as needed.
- 3.2.2 Shall preside over meetings in the absence of the president.
- 3.2.3 Shall be responsible for managing the ‘Social Net’ including running the net or setting up Net Control Operator rotations and keeping net logs.
- 3.2.4 Shall organize or help organize the club meetings as needed.
- 3.2.5 Shall handle the club insurance needs.

3.3 SECRETARY

- 3.3.1 Shall be responsible for taking the minutes of all meetings.
- 3.3.2 Shall read the minutes from the previous month at the beginning of each General Membership meeting.
- 3.3.3 Shall be responsible for mailing or e-mailing club announcements.
- 3.3.4 Shall oversee the club website and may solicit assistance to maintain it.
- 3.3.5 Shall be responsible for updating the ECRA Handbook when deemed necessary by the Board of Directors.

3.4 TREASURER

- 3.4.1 Shall be in charge of the ECRA funds.
- 3.4.2 Shall be responsible for paying utilities, insurance and all other club related bills as authorized by the Board of Directors.
- 3.4.3 Shall be responsible for mailing dues renewal forms to members and new applicants.
- 3.4.4 Shall handle any tax related correspondence with the State and IRS.
- 3.4.5 Shall prepare a financial summary to be read into the minutes at the General Membership meetings.
- 3.4.6 Shall prepare a year end financial statement and deliver it for review at the next ECRA Board of Directors meeting.
- 3.4.7 Shall provide the Secretary with information about changes to members’ address, phone, e-mail, status, etc.

3.5 TRUSTEE

- 3.5.1 Shall oversee operation of ECRA repeaters and equipment and may solicit assistance to maintain them.
- 3.5.2 Shall keep the technical manuals for ECRA radio equipment.
- 3.5.3 Shall keep a basic record of ECRA equipment.
- 3.5.4 Shall make or arrange for repairs and adjustments to ECRA radio equipment as needed.
- 3.5.5 Shall recommend improvements to ECRA radio systems and implement new circuits as needed with approval from the Board of Directors.
- 3.5.6 Shall maintain the club station license with the FCC.
- 3.5.7 Shall work with the Indiana Repeater Council to maintain repeater coordination.

ARTICLE 4 – MEETINGS

- 4.1 General membership meetings shall be held at such place as the President shall order.
- 4.2 Special meetings may be called by the President upon the written request of any five members of the club.
- 4.3 Notices of all General Membership meetings shall be sent to all members informing them of the meetings and the business to be transacted at the meetings.
- 4.4 The first yearly General Membership meeting shall be on the third Tuesday in January. The Board of Directors shall schedule future meetings.

ARTICLE 5 – VOTING

- 5.1 All Members in Good Standing shall have voting privileges.
- 5.2 A quorum shall be present at any meeting before official business or elections can be conducted. For a General Membership meeting, a quorum shall consist of at least six (6) members, including the President or Vice President. For a Board of Directors meeting, a quorum shall consist of at least three (3) officers, including the President or Vice President.
- 5.3 At a General Membership meeting, elections and motions on regular business matters shall be carried by a majority vote of a quorum. At a Board of Directors meeting, motions on regular business matters shall be carried by a majority vote of a quorum.
- 5.4 A motion to modify the Articles of Incorporation or the Bylaws, or to remove an officer, must receive a two thirds (2/3) affirmative vote with a minimum of twelve (12) members voting, including the President or Vice President.

ARTICLE 6 – DUES

- 6.1 Members shall be assessed dues as needed to cover anticipated operating expenses and to provide funding necessary to realize future club goals. The Board of Directors shall determine the Dues Schedule.
- 6.2 All members shall be required to pay dues according to the Dues Schedule, unless otherwise exempted.
- 6.3 The Board of Directors may approve reduced dues for any member in special cases.
- 6.4 Honorary membership without dues may be granted upon recommendation of the Board of Directors and a vote of the General Membership.
- 6.5 If the corporation terminates a membership, a refund of the unused portion of any dues paid will be issued to the former member.
- 6.6 The Board of Directors may require members to pay special assessments in order to keep the ECRA solvent.

Adopted this 17th day of May, 2005.


President – Michael Hardy, KB9YGO


Vice President – Adam Wales, KC9GMH


Secretary – John T. White, KA9HRD


Treasurer – Robert Thrapp, KB9TUI


Trustee – David Evans, AA9DG