



# PARADISE AMATEUR RADIO SOCIETY

Paradise, California I Pacific Division I ARRL Section Sacramento Valley

## CONSTITUTION

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# Paradise Amateur Radio Society

Paradise, California

Date October 12, 2023

## Constitution

### Preamble

We, the undersigned, wishing to secure for ourselves the benefits of an association of persons commonly interested in Amateur Radio, 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 conduct Society programs and activities as to advance the general interest and welfare of Amateur Radio in the community.

### 1. Article One - Introduction

The name shall be the Paradise Amateur Radio Society (PARS). Our Society commenced its existence on July 3, 2015 upon the establishment of four founding members. The founders subscribed the original constitution articles in accordance with the American Radio Relay Leagues Articles of Association and subsequently modified \_\_\_\_\_ date.

### 2. Article Two – Governing Documents

The Governing Documents of PARS shall consist of two types:

#### 2.1. Constitution

##### 2.1.1. Purpose

The purpose of the Constitution is to establish the overall definition, aspects and policies of the Society.

##### 2.1.2. Modification

The Constitution may be subject to addendums and/or amendments as Society needs change over time. Proposals for addendum and/or amendment shall be submitted in writing at a General meeting, and shall be voted on at a subsequent Regular Meeting. Approval requires a majority vote of two-thirds (2/3) of the total membership. Members not in attendance may send their proxy vote to the Secretary and their vote will be counted.

Upon the approval for addendum and/or amendment, all Society members shall be notified by electronic mail. The notifications shall describe the intent of the proposed change, and Society's action in regard. The secretary shall record, maintain, and archive all addendums and/or amendments in accordance with Society Bylaws.

## **2.2. Bylaws**

### **2.2.1. Purpose**

The purpose of the Bylaws, based on the Constitution, is to define policy and procedures regarding normal and routine operations implemented to ensure compliance with the Constitution.

### **2.2.2. Modification**

The Bylaws may only be modified by approval of majority vote of members in attendance at a Regular Meeting provided that two-thirds (2/3) of the membership is present. Members not in attendance may send their proxy vote to the Secretary and their vote will be counted.

## **3. Article Three – Officer Titles and Duties**

### **3.1. Officers**

Officers shall be President, Vice-President, Public Information Officer, Treasurer, and Secretary. The Society may establish additional elected or appointed officials as prescribed in the Bylaws; who shall be elected by members present, provided there be a quorum, at the annual meeting.

### **3.2 Duties of Officers**

#### **3.2.1 President**

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 Bylaws; decide all questions of order; sign all official documents adopted by the Society, and perform all other duties pertaining to the office of President.

#### **3.2.2. Vice President**

The Vice President shall assume all the duties of the President in his/her absence. In addition, he/she shall organize Society activities, plan and recommend contests for operating benefits, and advance Society interest and activity as approved by the Society.

#### **3.2.3. Public Information Officer**

The Public Information Officer shall assume all the duties of the Vice President in his/her absence. In addition, he/she shall strive to establish and maintain contacts with appropriate representatives of media. He/she shall generate advance publicity through the local media of scheduled activities of interest to the public, including licensing classes, amateur radio conventions, Society meetings, Field Day operations, etc. He/she shall be responsible for the development and distribution of clear and consistent communication regarding all local Radio Emergency Service and operations.

#### **3.2.4. Treasurer**

The Treasurer shall receive and receipt for all monies paid to the Society; keep an accurate account of all monies received and expended; pay no bills without proper authorization by the Society or its officers. At the end of each quarter, he/she shall report on disbursements and receipts. The treasurer shall maintain, prepare, and provide all financial documentation in accordance with all Internal Revenue Service regulations and submit to the Society a financial statement at the end of each calendar year. At the end of his/her term, shall turn over all assets in possession belonging to the Society to his/her successor.

### 3.2.5. Secretary

The Secretary shall keep, or cause to be kept, a record of the proceedings of all meetings, a roll of members and membership applications, carry on correspondence not managed by another Officer, read communications at meetings, and distribute meeting notices to each member. Society members shall be notified by electronic mail. At the expiration of his / her term, he/she shall turn over all items belonging to the Society to his/her successor.

## **4. Article Four – Maintaining Officer Positions**

### **4.1. Eligibility**

In order to hold an office an individual must be a member in good standing and hold a valid Amateur Radio license.

### **4.2. Election**

The officers shall be elected for a term of one year by ballot of the members present, provided that a minimum of one-third (1/3) of the membership is present which shall constitute a quorum for the transaction of business. The election process shall be defined within the Bylaws.

### **4.3 Multiple Offices**

An individual may not hold more than one office during the same term.

### **4.4 Term – Priority Term**

It is the priority of the Society that an individual not hold the same office for more than two terms and may not serve more than three consecutive terms as an officer.

### **4.5 Term – Alternative Term**

When the Priority Term limit cannot be followed, an Alternative Term may be necessary to keep the Society operating. This would be the case if there are no willing or qualified members available to fill the officer position. At a Regular Meeting, members may vote to extend the current officer's term an additional year. Approval requires one-third (1/3) majority vote of the full membership.

### **4.6 Resignation**

Any officer may resign the position in writing to the Secretary. Resignation is accepted upon receipt. All records and assets of the Society shall be turned over to the President or Vice President.

### **4.7 Removal of Officers**

Officers may be removed from office for cause, upon written petition of four (4) or more members presented to the President or Vice President.

After investigation the petition will be presented to the membership at the next Regular Meeting of the Society and voted on by the membership. Removal of an officer requires a two-thirds (2/3) vote of the Full (Licensed) membership.

### **4.8 Vacancies**

Vacancies occurring between elections must be filled by special elections at the first Regular Meeting following the withdrawal or resignation.

## **5. Article Five– Membership**

**5.1** All persons interested in Amateur Radio communications shall be eligible for membership. Membership shall be by application and election upon such terms as the Society shall provide in its Bylaws.

Membership may not be denied because of race, creed, color, religion, gender, sexual orientation, political affiliation, marital status or any other reason that would be biased or prejudicial.

## **6. Article Six – Meetings and Quorum**

### **6.1 Types of Meetings**

The Bylaws shall provide for Regular Meetings, an Annual Meeting, Special Meetings and Officer Meetings.

### **6.2 Member Meeting**

During Regular, Annual and Special Meetings, a minimum of one-third (1/3) of the membership, with at least one of which shall be the president or vice-president, shall constitute a quorum required for the transaction of business.

### **6.3 Officer Meetings**

Restrictions regarding business that can be conducted by Officers in an Officer Meeting shall be defined in the Bylaws. During Officer Meetings, all Officers, less one, shall constitute a quorum required for the transaction of business and either the President or Vice-President must be present.

## **7 Article Seven - Dues, Fees and Assessments**

### **7.1 Dues, Fees, & Assessments**

The Society, 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. The Treasurer shall establish guidelines for the collection of dues in accordance to Society Bylaws. Non-payment of such dues or assessments shall constitute a 30-day probationary period, at which the member shall be subject to dismissal from the Society within discretion of Society Bylaws.

The Treasurer shall maintain a book of records to track all Society assets and liabilities. He/she shall annually assess if dues require adjustment according to economic standing.

### **7.2 Membership Assistance**

The Society, 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 Society member-stations. The Society shall also maintain a program to foster and guide public relations.

## 8 Article Eight – Trustee

### 8.1 Associated Call sign

The President shall assign trusteeship of the call sign. The trustee shall furnish, maintain, and archive all documentation to establish, maintain, and/or apply changes to the Society call sign.

### 8.2 Trustee Duties

- 8.2.1 Be a member in good standing.
- 8.2.2 Meet FCC requirements
- 8.2.3 Not had an FCC Amateur Radio License revoked or sanctioned.
- 8.2.4 Representative to Northern Amateur Radio Coordination Committee

The trustee upon term completion or resignation shall turn over all call sign records over to the President or Vice President.

## 9 Article Nine – Dissolution of Society

### 9.1 Termination of Operations

In the event that the officers vote the Society be dissolved, the motion for dissolution must receive more than two-thirds vote of the full membership to pass.

### 9.2 Disposition of Assets

- 9.2.1 The officers in consensus shall handle the disbursement of all assets of the Society.
- 9.2.2 No member or group of members shall receive benefit from the assets.
- 9.2.3 All equipment will be sold and net proceeds donated to a non-profit organization
- 9.2.4. All remaining cash will be donated to a non-profit organization.

## Article 10 - Amendment Record

Ref#	Date Approved	Sections Modified / Comments
1	July 3, 2015	Adopted
2	April 3, 2018	Major Revision
3	October 12, 2023	Revise articles 2.1.2, 4.1, 4.5, 4.6,4.7,8.2 E. Wilson K6SQN