



Articles of Incorporation: Constitution

Revised as of Oct. 2014

We, the undersigned, wishing to secure for ourselves the pleasures and benefits of the association of persons commonly interested in amateur repeater operation, constitute ourselves the Mount Tom Amateur Repeater Association and enact this constitution as our governing law. It shall be our purpose to further the technical operations of repeaters, enjoy the advantages offered by the club membership and to improve the welfare of the general public by offering full use of the repeater for the general public during times of local or national emergency.

Article I

All persons interested in FM amateur radio communications shall be eligible for membership. Membership shall be by application and election upon such terms as the club and its Bylaws shall provide.

Article II

Sec 1 The officers of this club shall be President, Vice President, Secretary, Treasurer, Activities Manager and Emergency Coordinator.

Sec 2 The offices of Secretary and Treasurer, and Vice President and Activities Manager may be combined at the Club's discretion.

Sec 3 The officers of this club shall be elected for a term of two years by secret ballot by all members of the club. The positions of President, Treasurer, and Activities Director shall be up for nomination and election in even numbered years, and the positions of Vice President, Secretary, and Emergency Coordinator shall be up for nomination and election in odd numbered years.

Candidates must be nominated by at least two club members. Should an individual be unable to serve the full 2-year term, the position can be filled as specified in Article II, Section 4, or by including the position in the upcoming election, the individual so elected to serve the remaining balance of the term. The positions of Membership Director, Publicity Director and Programs Director shall cycle annually. The immediate past president will sit on the Board of Directors in a non-voting, ex-officio, advisory capacity for a term of one year after leaving office.

Sec 3.a The Trustee, Webmaster (www.mtara.org) and the Newsletter Editor (Intermod) are appointed by the Board of Directors on a yearly basis or as necessary as per past practice.

Sec 4 Vacancies occurring between elections must be filled by the Board of Directors at the first regular club meeting following withdrawal.

Sec 5 Officers may be removed by three fourths vote of the membership.

Article III

Sec 1 The president shall preside at all meetings of this club, conduct the same according to the rules adopted, and enforce due observance of this Constitution and Bylaws. The president shall decide all questions of order; sign all official documents that are adopted by the club, and none other and perform all other customary duties pertaining to the office of the President.

Sec. 2 The Vice President shall assume all the duties of the President in the absence of the latter.

Sec. 3 The Secretary shall keep a record of the proceedings of all meetings, carry on all correspondence, and read communications at each meeting. At the expiration of the Secretary's term, the Secretary shall turn over all club property in their possession, including electronic records, to the successor.

Sec. 4 The Treasurer shall receive a receipt for all monies paid to the club, and pay no bills without proper authorization by the club or Board of Directors. At the end of each quarter the Treasurer shall submit an itemized statement of disbursements and receipts. At the expiration of the Treasurer's term, the Treasurer shall turn over all club property in their possession, including electronic records, to the successor.

Sec. 5 The Activities Manager shall organize club member activities and may appoint assistants to aid in specific branches of activity.

Sec. 6 The Emergency Coordinator is responsible for the emergency preparedness of MTARA. As Chairman of the Emergency Preparedness Committee, the Emergency Coordinator will direct or delegate the responsibility of directing an efficient communications network during weather watches, warnings, severe weather conditions or any other emergency. The Emergency Coordinator will plan and execute suitable exercises and act as liaison between the MTARA and Massachusetts Emergency Management Agency – Region 3, other repeater groups, and/or service groups for the benefit of the community.

Article IV

Sec. 1 The Board of Directors shall be composed of the Officers, Repeater Trustee, Webmaster (www.mtara.org), Newsletter Editor (Intermod) Membership Director, Publicity Director, Program Director and Technical Committee Chairperson.

Sec. 2 The business of the club shall be conducted by the Board of Directors.

Article V

Sec. 1 The Technical Committee shall be appointed by the Board of Directors on a yearly basis or as necessary as per past practice. This Technical Committee shall be responsible for the use and deployment of any equipment used.

Sec. 2 The Chairman of the Technical Committee shall be a member of the Board of Directors and shall be appointed on a yearly basis by a consensus of the Technical Committee.

Sec. 3 The Trustee shall maintain a position on the Technical Committee and shall have the responsibility of the proper technical operation of each club repeater.

Sec. 4 The three elected members' duties to be assigned at the first Board meeting, one each as follows:

- **Membership Chairman** shall actively promote membership; keep a roll of members and submit applications for membership.
- **Publicity Chairman** shall notify local newspapers and /or radio and TV stations of our activities, also the ARRL when appropriate.
- **Program Chairman** shall coordinate and plan all meeting programs.

Article VI

The Bylaws shall provide for regular and special meetings. At meetings, a minimum of twenty members, by attendance or proxy, shall constitute a quorum for the transaction of business.

Article VII

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 within its objects as set forth in the preamble. Non-payment of such dues or assessments shall be cause for expulsion from the club within the discretion of the membership.

Article VIII

This Constitution of the By-Laws may be amended by one-third of the total membership having cast ballots and whereby two-thirds of the votes cast are in favor of said change, and a two-thirds vote of the Board of Directors. 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: US Postal Service mail and/or electronic mail, including email and electronic distribution of the Intermod (newsletter); of the intent to amend the Constitution and/or Bylaws at said meeting. Votes may be cast in person at a Club meeting, via US Postal Service Mail, or via email. Votes submitted via US Postal Service mail or via email must arrive prior to midnight of the day preceding the Club meeting.

Article IX

Common decency shall be the governing force in all business meetings. The President may impose Robert's Rules of Order.

SEE BYLAWS NEXT PAGE



1. **Secretary:** It shall be the duty of the Secretary to keep the Constitution and Bylaws of the club and to have a copy at every meeting. The Secretary shall cause all amendments, changes and additions to be noted thereon and shall permit the same to be consulted by members upon request.
2. **Membership:** Applications for membership shall be submitted at a regular meeting in writing. Each applicant must express willingness to abide by the Constitution and Bylaws and other rules promulgated by the club. Two-thirds of those present is required to approve an applicant for club membership.
3. **Officers:** Officers and members of the technical committee of any other amateur radio club, shall be ineligible to hold office in this club, except by two thirds vote of the entire Board of Directors in place at the time of nomination.
4. **Meetings:** Regular meetings shall be held monthly, except during July and August. The date for each meeting shall be the third Friday of a month. Exceptions will be announced at least two weeks prior to the change.
5. **Disbarment:** The Board of Directors, by majority vote, may revoke the Club membership of any member proven to have caused malicious radio interference, caused intentional damage to Club repeaters, equipment, or property, or to have intentionally and habitually violated FCC rules. Similarly, the Board of Directors may prohibit such an individual(s) from using the Club repeaters. However, such an individual(s) may apply to have their Club membership reinstated by submitting an application, in accordance with Bylaw, paragraph 2, Membership.
6. **Dues:** A regularly yearly assessment per member or family is hereby assessed in accordance with the provisions of Article VII of the Constitution for the purpose of providing funds for current expenses.
7. **Elections:** Elections of officers shall take place at the first regular meeting of the calendar year. Nominations for officers must be received by the Secretary at least two weeks before the meeting at which there will be an election of officers. Officer Select will assume office immediately after the business at which election results were tabulated.
8. **Absentee Ballots:** Absentee ballots will be available upon written request to the Secretary. Completed. Absentee ballots submitted via US Postal Service mail must arrive prior to midnight of the day preceding the Club meeting.
9. **Board of Directors Meetings:** The Board of Directors will meet at least two weeks prior to each regular business meeting. Special meetings may be called by any three board members.
10. **Equipment:** All equipment loaned for use of the club shall remain the property of the club for a period of six months after request for return to the original owner, or until a satisfactory replacement has been found, whichever shall come first.
11. **Technical Committee:** The Technical Committee shall be allowed the sum of fifty dollars (\$50) per quarter to use as it needs for the maintenance of the repeater without the need of approval of the members of the club. All other expenses must be voted on by the Board of Directors.

END CONSTITUTION MTARA AS SUBMITTED TO THE STATE OF MASS.