

**MARC Constitution**  
**Signed: October 21, 2004**

- I. NAME This club shall be known as Macon Amateur Radio Club (MARC), hereinafter called "The Club."
- II. PURPOSE The purpose of The Club is to foster full participation in amateur radio among the residents of the city of Macon, Georgia, and surrounding areas, especially with regard to the following:
  1. To facilitate the exchange of information and general cooperation among members.
  2. To promote communications-electronics knowledge.
  3. To encourage and assist persons interested in becoming licensed amateur radio operators.
  4. To promote fellowship, individual operating efficiency and courtesy.
  5. To provide emergency communication personnel and facilities in times of emergencies, disasters, and public-service events requiring communications support.
  6. To conduct such club activities and programs as to the membership may seem appropriate to promote the general interest of the members and serve to the advancement of amateur radio.
- III. OTHER ACTIVITIES The Club shall not engage in any activity not in keeping with the above purpose.
- IV. MEMBERSHIP Only FCC licensed amateur radio operators will be accepted into full membership in The Club.
- V. CLUB ORGANIZATION
  1. Officers shall be as follows:
    - a. President
    - b. Vice-President
    - c. Secretary
    - d. Treasurer
    - e. Two-Year Director #1
    - f. Two-Year Director #2
    - g. Trustee of Club Station (Station Licensee)

- h. Immediate Past President
2. Board of Directors: The above named officers shall constitute the Board of Directors.
3. Club officers with the exception of the Two-Year Directors, shall hold office for one year, coinciding with the calendar year (January first to December 31st.)
4. The Two-Year Director's term of office shall be two years, one being elected each year.

## VI. OFFICIAL DUTIES

1. President:
  - a. Shall be the executive officer of The Club and Chairman of the Board of Directors, and shall preside at all club meetings or arrange for the Vice-president to do so.
  - b. Shall appoint all committees<sup>1</sup> except those designated in the section regarding the Club Station Committee (see 5c., below).
  - c. Shall direct the work of the officers, and with the help of the Vice-president, direct the work of all committees.
  - d. May call special meetings to do so.
  - e. Shall ensure that the purposes and functions of The Club are accomplished and shall call for reports from officers and committees.
  - f. Shall sign all documents necessary for official representation of The Club, unless such signatory authority has been delegated to the Secretary.
  - g. Is ex-officio member of all committees.
2. Vice-president:
  - a. Shall assume the duties of the President in the absence of the latter.
  - b. Shall work with the President on committee functions.
  - c. Shall have the responsibility to arrange for interesting programs to be presented at meetings throughout the year.
3. Secretary:
  - a. Shall take, and keep for club files, the minutes of all regular and special club meetings, and receive for file, minutes from all committee meetings.
  - b. Shall keep a mailing list of all members, retain Applications for Membership and read at each meeting any communications received by The Club since the last meeting.

- c. Shall keep a record of attendance of members and guests at regular and special meetings.
- d. Shall prepare and transmit such communications as necessary for conducting club business, as well as any correspondence that may be directed by the President.
- e. Shall also keep a permanent file of all Club records and make reports from the records as called for by the President or Board of Directors.

4. Treasurer:

- a. Shall receive all dues and other monies and keep a record of dues payments.
- b. Shall send out dues notices.
- c. Shall make disbursements only on proper authorization.
- d. Shall be accountable for all funds received and disbursed.
- e. Shall make a current financial report when the President or the Board of Directors calls for such.

5. Trustee of Club Station:

- a. Shall be responsible for assuring that the operation of the station at all times complies with FCC Regulations, and that the licensing of the station is always in order.
- b. Is the de facto club station licensee.
- c. This office is Constitutionally tied with that of Chairman of the Club Station Committee and as such the officer may appoint persons of to serve on that committee.
- d. The Trustee of the Club Station is the primary control operator for the Club Station and shall be the primary maintainer of the Club Station. The Trustee may appoint other persons to assist but shall remain the primary for each task. Any decisions regarding the Club Station shall not be made without the explicit coordination and consent of the Trustee.
- e. Although a club officer in his/her own right, this is not an elective office, but appointed by the President, with the advice and consent of the Board of Directors.

1. Immediate Past President:

- a. Shall assist the President and Board of Directors, as requested, making available the knowledge and experience gained while serving as President.

2. Board of Directors:

- a. The Board of Directors shall be responsible for the overall management of club business within the constraints of this Constitution and governed in detail by The Club By-Laws.
- I. DUES AND ASSESSMENTS It being a fact of life that no organization can be run without money, a system of dues and/or assessments shall be set up as covered in the By-Laws.
- II. AMENDMENTS Submitting the proposed amendment to the entire membership for a vote may amend this Constitution. A two-thirds majority of all the ballots returned is required for an amendment to become effective. Details of this balloting are covered in the By-Laws.
- III. BY-LAWS The Club shall be governed under this Constitution and a set of By-Laws. The By-Laws may be amended, modified or rescinded, upon prior written notice to the membership, by a voice plurality vote at any regularly scheduled meeting or other meeting specifically called for that purpose.

ISSUE OF 2002; CERTIFIED TO BE A TRUE COPY, AS ACCEPTED BY THE MEMBERSHIP.

#### NOTES

<sup>1</sup>As a condition to maintaining membership "in good standing," members are required to serve on committees when so appointed by the president.