

BYLAWS
OF THE NORTHEAST IOWA RADIO AMATEUR ASSOCIATION

ARTICLE I

Name

The name of this corporation shall be the Northeast Iowa Radio Amateur Association (NIRAA).

ARTICLE II

Purpose

The objective of this society shall be to secure the benefits of the Association of individuals interested in amateur radio; to develop personal and group efficiency in the use of amateur radio; and to benefit our community and country through the use of amateur radio.

ARTICLE III

Membership

Section 1: Application for Membership. Any individual who has agreed to abide by the Bylaws and Standing Rules of the Association may submit a filled out application for membership to any board member or present to the Treasurer at any regular club meeting. The membership form is available for download on the club's web site or can be obtained from the Treasurer in person at any regular meeting. Membership in the Northeast Iowa Radio Amateur Association shall continue as long as the individual has paid the current annual dues and is in good standing.

Section 2: Complementary Membership for new licensees. Individuals that obtain their first Amateur Radio license by passing the necessary test(s) at an NIRAA-sponsored testing event shall be offered membership with Northeast Iowa Radio Amateur Association with membership dues waived for the remainder of the calendar year.

Section 3: Club Station Access. Members in good standing may request access to club remote stations or other secured club resources.

Section 4: Termination of Membership. A member's rights in the Association will continue unless withdrawn by a two thirds (2/3) vote of regular members present at a regular meeting of the Association. Withdrawal of membership will be based on:

- (a) Termination of the members' amateur radio license by the FCC, or
- (b) If member has received two or more written notices within a three year period of violation from the FCC, or
- (c) Flagrant disregard of FCC rules and regulations given prima facia proof, or (d) Intentional disregard of the NIRAA bylaws or standing rules.

ARTICLE IV

Officers and Elections

Section 1: Officers. The officers of the Association shall be President, Vice-President, Secretary, and Treasurer. Eligibility for holding office is limited to any Association member who: (1) has

been a member in good standing for one year, and (2) holds a valid FCC amateur license at the time of election. Eligibility for President is restricted to those nominees who have held elected office in the NIRAA for one full year. The officers shall serve a tenure of one year beginning with the January meeting of the Association.

Section 2: Elections. Nominations for officers shall be held during the October meeting of the Association. Additional nominations may be made at the November meeting prior to the election. Each candidate shall have the opportunity for a three minute speech in favor of their candidacy prior to voting for office. The election shall be conducted by ballot at the November meeting of the Association. In case no nominee for an office receives a majority of the votes cast during a round of balloting, the nominee receiving the lowest number of votes shall be dropped from the ballot and a re-vote taken until one nominee receives a majority of the votes cast. Offices that have only one member running unopposed may be (re)elected by a unanimous oral vote.

Section 3: Duties of Officers.

Paragraph 1: President. The President shall preside at all business meetings of the Association; shall prepare an agenda for each business meeting; shall appoint the Chairperson and members to the special committees of the Association; shall be the principal spokesperson for the Association; shall sign letters or documents necessary to carry out the will of the Association; shall preside at meetings of the Executive Committee; and shall perform all other customary duties of the Office of President.

Paragraph 2: Vice-President. The Vice-President shall assume the duties of the President in case of the absence or incapacity of the President; shall become President on the resignation or permanent incapacity of the President; and shall perform such other duties assigned by the President or the Association.

Paragraph 3: Secretary. The Secretary shall preserve all records, reports, and official records of the Association; shall take the minutes of all business meetings of the Association; shall provide the presiding officer or the assembly with the exact wording of a pending motion or of one previously acted on; shall submit the minutes of business meetings to the Association for correction and approval; shall keep written or electronic record of the minutes with the motion member and second along with date of approval; shall prepare and send to the members required notices of meetings and proposals; shall bring to each meeting the minutes, a copy of the bylaws, rules and policies, and a copy of the parliamentary authority adopted by the Association; shall keep the Articles of Incorporation and Bylaws and shall cause all amendments, changes and additions with their date of action to be noted thereon; shall permit the members to consult the records upon request; shall carry on the official correspondence of the Association as directed; shall at the expiration of his/her term of office, turn over to his/her successor all materials and records of the Association; and shall perform such other duties assigned by the President or the Association.

Paragraph 4: Treasurer. The Treasurer shall receive and receipt all monies paid to the Association; shall keep an accurate account of all monies received and expended; shall pay no bills without proper authorization; shall submit a brief report including an itemized statement of disbursements and receipts of the Association's finances at each regular business meeting of the

Association; shall at the expiration of his/her term of office, turn over to his/her successor all materials of his/her office; shall maintain an up-to-date list of members; and shall perform such other duties as assigned by the President or the Association.

Section 4: Financial Audit. An audit of books shall be done at least once per calendar year by a committee appointed by the president.

Section 5: Vacancies. Vacancies in offices occurring between elections shall be filled by a special election at the first regular meeting following any withdrawal or resignation of an Officer or Director.

ARTICLE V

Meetings

Section 1: Regular Meetings. Regular business meetings of the Association shall be held monthly. The Board of Directors shall define and maintain the day of the month, meeting location, and time. This schedule shall be included in the monthly minutes as well as published on the club's web site. If this schedule must be changed before the next regular meeting, the Secretary shall promptly provide notice to all club members via the same method as the monthly minutes.

Section 2: Conduction of Meeting. The President shall conduct the regular club meetings. If the President is unavailable to conduct the meeting, the duty shall fall to the next officer available in the order of Vice President, Secretary, Treasurer, or Director in order of seniority. Meetings shall include but are not limited to: introduction and recording of present members; adjustment and acceptance of last month's minutes as previously distributed by Secretary; presentation and acceptance of Treasurer's report; committee activity reports; old business; new business. After the close of the meeting, a presentation may follow.

Section 3: Special Meetings. Special meetings of the Association may be called when a need for such a meeting is determined by the President, or by a request of five individuals holding regular membership in the Association. Notice of special meetings shall be sent to all members. The notice will inform the member of the meeting date, time and place, and the business to be transacted. The notice shall be sent via e-mail and posted on club website. Only the designated business announced in the notice shall be transacted at the called meeting.

Section 4: Quorum. Ten regular members of the Association present at any meeting shall constitute the quorum necessary to transact the business of the Association. Members counted present shall include those identifying during the introduction stage of the meeting, whether physically present or attending the meeting remotely.

Section 5: Board Meetings. The President may call a meeting of all available Directors and club officers to discuss and coordinate club functions or make decisions on time-sensitive issues that do not justify a Special Meeting and do not require a member vote for action. A minimum of five (5) board members will constitute a quorum for a Board Meeting

ARTICLE VI

Board of Directors

The Board of Directors shall be composed of the Officers of the Association and three Directors elected by the membership. The Directors shall be elected in the same manner as the Officers, and they shall serve three year staggered terms so that only one Director will be elected each year. The Board of Directors shall have general supervision of the affairs of the Association between business meetings; shall prepare an annual calendar of meetings and activities; shall make recommendations to the Association for action; and shall perform such other duties which shall be ordered by the Association.

ARTICLE VII

Custodian and Trustee

Section 1: Custodian. The Board of Directors shall designate a Custodian for all Association property. The Custodian shall follow rules for the use of Association property as determined by the board as being necessary to protect the property. The custodian shall maintain an itemized inventory of Association property. This inventory list will be available to any elected Association officer. The board shall review the inventory list and disposition of all items listed therein once per calendar year.

Section 2: Trustee. The Board of Directors shall designate, subject to membership approval, a Trustee for the purpose of obtaining and maintaining an amateur radio station license for the Association. The trustee will hold a valid FCC advanced or extra class amateur license, and shall be responsible for maintaining coordination of the club's repeaters.

ARTICLE VIII

Committees

Section 1: Standing Committees. The Board of Directors shall appoint members for Standing Committees which shall include:

License Examining Committee. The License Examining Committee shall be composed of three members of the Association who will, upon request, handle according to the rules and regulations of the Federal Communications Commission license examinations in the area. 5
Repeater Committee. The Repeater Committee shall be composed of three members of association who will supervise and maintain the Association owned repeaters. The Repeater Committee can recommend changes in the Association's repeater equipment at any board, regular Association meeting.

Section 2: Special Committees. The President shall appoint such special committees as are necessary for the welfare and development of the Association, and such special committees necessary to benefit and serve the community and area.

ARTICLE IX

Dues

The Board of Directors, with the approval of the membership at the November meeting, shall establish the membership dues annually. Dues are to be paid by the March meeting of the Association for the member to remain in good standing with the Association. Prorating of dues is not permitted.

ARTICLE X

Parliamentary Authority

The current edition of Robert's Rules of Order governs this Association in all parliamentary situations that are not provided for in the law or the Association's Charter, Bylaws, or adopted rules.

ARTICLE XI

Dissolution of Club Property

In the event of dissolution of the Association, the board shall dispose of all Association assets to such organizations organized and operating exclusively for charitable, educational, or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)3 of the Internal Revenue Code of 1954, (or corresponding provision of any future United States Internal Revenue Law), as the board shall determine.

ARTICLE XII

Amendment

Any individual holding regular membership may propose an amendment to the bylaws by submitting it in writing to the board. Proposed amendments to the bylaws will be announced at a regular meeting and published on the club's web site for member review within two months of submission. These Bylaws may then be amended by a two-thirds (2/3) vote of the members casting a vote at the next regular meeting of the Association.

These Bylaws supersede all previous bylaws as of TBD, 2022. Approved by unanimous vote of the TBD regular members in attendance at the regular meeting of the club on TBD, 2022.

_____ President

_____ Vice President

_____ Secretary

_____ Treasurer

_____ Director 2020

_____ Director 2021

_____ Director 2022