

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

Membership in the Northeast Iowa Radio Amateur Association shall be divided into two classes:

Section 1: Regular Membership. Regular Membership in the Association shall be open to those individuals interested in amateur radio holding a current valid FCC amateur radio license. Persons holding regular memberships have all the rights and privileges of membership including voting and holding elected office.

Section 2: Associate Membership. Associate Membership in the Association shall be open to those individuals interested in amateur radio, but who do not hold a current valid FCC amateur radio license. This membership class is not eligible to vote or hold office in the Association.

Section 3: Application for Membership. Applications for membership shall be made at any regular meeting of the Association upon the expressed desire of the individual to abide by the Bylaws and Standing Rules of the Association. 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 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 A member's rights in the Association will continue unless withdrawn by a two thirds (2/3) vote of regular members present at a regular meeting of the Association.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.

### 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 enter the minutes in an official minute book with their date of approval; shall prepare and send to the members required notices of meetings and proposals; shall bring to each meeting the minute book, 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 of the Association's finances at each regular business meeting of the Association; shall submit an itemized statement of disbursements and receipts at the end of each quarter; 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. **An audit of books shall be done at the end of the physical year by a committee appointed by the president.**

Section 4: 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

1. Section 1: Regular Meetings. Regular business meetings of the Association shall be held monthly. ~~except August~~ The Board of Directors shall prepare a calendar of the meeting and activities for the year which will include the date, time and place of the Association meetings and activities.

Section 2: 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 by ordinary postal delivery so that it will arrive at least twenty-four hours prior to the called meeting.~~ **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 3: Quorum. Ten regular members of the Association present at any meeting shall constitute the quorum necessary to transact the business of the Association.

## 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 custodian shall submit a written inventory which reports the condition of equipment to the Association and the board at the November meeting.

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.

## ARTICLE VIII

### Committees

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

Radio Frequency Interference Committee. The Radio Interference Committee shall be composed of three members of the Association who will handle according to established procedures all cases of amateur radio stations in the area causing interference with other authorized broadcast and electronic services.

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. The board is responsible for ~~publishing~~ **providing** the proposed amendment ~~in to the Association newsletter~~ **members via email and web page** within two months of receipt of the written proposal. These Bylaws may be amended by a two-thirds (2/3) vote of the members casting a vote at a regular meeting of the Association providing ~~written email~~ notice of the proposed amendment has been received by the membership at least fourteen days prior to the meeting.

These Bylaws supersede all previous bylaws as of ~~February 11, 1995.~~ **March 10, 2018.**  
Approved by unanimous vote of the ~~eighteen~~ regular members in attendance at the regular meeting of the club on ~~February 11, 1995.~~ **March 10, 2018.**

\_\_\_\_\_ President

\_\_\_\_\_ Vice President

\_\_\_\_\_ Secretary