

BY LAW No.1

A By-law relating generally to the conduct of the affairs of NIAGARA PENINSULA AMATEUR RADIO CLUB, INCORPORATED.

BE IT ENACTED AND IT IS HEREBY ENACTED as a by-law of NIAGARA PENINSULA AMATEUR RADIO CLUB, INCORPORATED (hereinafter called the "club") as follows:

1. HEAD OFFICE

The head office of the corporation shall be in the City of St. Catharines, in the Province of Ontario.

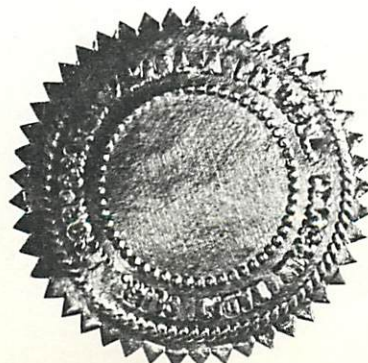
2. SEAL

The seal, an impression of which is stamped in the margin, shall be the seal of the club.

3. OBJECTIVES

The following shall be the objectives of the club in addition to those objectives set forth in the Letters Patent:

- (i) To guard and further the continuance of amateur radio operating privileges and frequencies by close co-operation with all radio amateurs, their respective societies and authorities.
- (ii) To foster international goodwill and the growth of amateur radio in the merging nations.
- (iii) To acquaint interested persons with the rewarding pleasures of amateur radio and to lend assistance to these persons.
- (iv) To encourage intelligent use of the allocated amateur radio frequencies.
- (v) To give all possible assistance in solving problems affecting the operation of amateur radio stations.
- (vi) To train members of the club for emergency and disaster communications and to keep equipment ready and available for such events.
- (vii) To demonstrate by participation in public service events the club's ability to provide a service to the community members.



4. MEMBERSHIP

There shall be five classes of membership as follows:

Life Membership

Upon the recommendation of the executive committee and the approval of such recommendation by a meeting of members, a life membership may be awarded to an individual who is a licensed radio amateur and has been continuously active and interested in amateur radio activities in the club. A life member shall have the same privileges as a full member.

Full Membership

A full membership is available to individuals holding a valid certificate of proficiency in radio issued by the Department of Communications.

Family Membership

Family Membership is available to any amateur and his or her spouse and all dependents under the age of twenty-one years. Licensed amateurs under a family membership shall have the privileges of full membership.

Associate Membership

Associate Membership is available to individuals who are not fully licensed amateur radio operators but who show a genuine interest in amateur radio. Associate Membership is also available to licensed amateur radio operators who are not residents of the Regional Municipality of Niagara and who are unable to attend regular monthly meetings of the club.

Honorary Membership

Upon the recommendation of the executive committee and approval by a meeting of members, honorary membership may be awarded to individuals who have provided active support to the club or to amateur radio activities. Honorary members may attend club meetings but shall have no other club privileges.

Duties of Members

It shall be the duty of all members of the club to comply with the by-laws of the club and the laws of Canada pertaining to amateur radio.

Loss of Membership

- (i) Any member may be expelled from the club for violation of any club rule or the trusts of the club.
- (ii) Expulsion proceedings shall be commenced by petition, in writing, signed by ten or more full members or life members and the petition shall state the reason for considering the expulsion of the member accused. The petition shall be delivered to the president of the club.
- (iii) The president shall call a meeting of the executive of the club to consider the charge and he/she shall notify the member charged at least 30 days prior to the executive meeting.
- (iv) The member charged shall have an opportunity to answer the charge in writing and he/she may appear at the executive meeting to present his/her defence.
- (v) After giving the member charged full opportunity of defence, the executive shall decide, by secret ballot, whether or not to recommend the expulsion of the charged member to a meeting of members and the president shall advise the charged member of the decision of the executive.
- (vi) The decision of the executive shall be presented to the membership at the next general meeting, and the membership may, by secret ballot, confirm or reject the recommendation of the executive but only after hearing all of the evidence and affording the charged member every opportunity of defence.

Dues

Each member shall pay membership fees as prescribed by resolution. No dues are payable by life members and honorary members.

5. THE EXECUTIVE

The day to day affairs of the club shall be managed by an executive consisting of the immediate past president, the president, the vice-president, the secretary, the treasurer, the bulletin editor, and the public relations officer, but subject to the approval of the membership.

6. ELECTIONS

Members of the executive shall be elected for a two year term and shall serve from the time of their election until their successors are elected. Election of the executive shall take place bi-annually at a general meeting of members held in the month of June. Only life members and full members in good standing may be elected to the executive of the club. Nominations for the executive shall be opened at the April meeting of members and a list of candidates shall be published in the June bulletin of the club. In the event of a vacancy in the executive an election shall be held at the next general meeting to fill the vacancy for the balance of the term. All voting for the elections of the executive or to fill a vacancy shall be by secret ballot and the vote shall be conducted by the chairman of the nominating committee.

7. DUTIES OF THE EXECUTIVE

President

The president shall be the spokesman for the club. He/she shall preside over all executive meetings and meetings of members. He/she shall be a member ex-officio of all committees. He/she shall keep an updated version of this club's BY-LAWS and ensure that the next president receives this updated version.

Vice-President

The vice-president shall perform all duties assigned by the president and, in the absence of the president, shall perform all of the duties of the president. The vice-president shall maintain a current directory of non-monetary assets and shall be accountable to the membership for these assets.

Secretary

The secretary shall record and preserve minutes of all meetings of members and meetings of the executive. The secretary shall carry out all correspondence of the club but under the guidance of the executive.

Treasurer

The treasurer shall record all financial transactions of the club and shall prepare an audited financial statement for presentation at the meeting of members held in the month of June.

Bulletin Editor

The bulletin editor shall be responsible for the printing and mailing of the monthly club bulletin and he shall gather material and information to be printed. The bulletin editor shall send a copy of the bulletin to each club member entitled to receive it.

Public Relations Officer

The public relations officer shall be responsible for promoting the club's activities in the media and for bringing these activities to the attention of the public and he shall be responsible for promotion of the club at local amateur radio classes.

8. EXPULSION OF A MEMBER OF THE EXECUTIVE

Any member of the executive may be removed from office at any time by a ballot vote conducted at a meeting of members.

9. MEETINGS OF MEMBERS

Notice

A notice of a meeting of members shall be sent by ordinary mail to each member and the notice shall state the date, the time and the place of the meeting. The accidental omission to give notice of any meeting or the non-receipt of any notice by any member shall not invalidate any business transacted at any meeting.

Voting at Meetings

Every question at any meeting of members shall be decided by a majority of votes and in the case of a tie, the chairman shall have a casting vote. In the absence of the president and the vice-president, the members may choose any full member or life member present to act as chairman at the meeting. Only full members and life members shall have the right to vote at meetings of members. Voting by written proxy shall be permitted but the proxy vote shall not exceed five per cent of voting members.

Meetings Generally

Regular meetings shall be held monthly from September to June. An annual meeting shall be held during the month of June at which time reports of the members of the executive and committee chairman shall be received. A quorum for a meeting of members shall consist of 20 per cent of the voting members. The order of business at meetings of members shall be as follows:

- (i) Minutes of the last meeting of members.
- (ii) Guest speakers or special presentation.
- (iii) Treasurer's report.
- (iv) Correspondence.
- (v) Committee reports.
- (vi) Unfinished business.
- (vii) New business.
- (viii) Adjournment.

Meetings of members shall be conducted using parliamentary procedure with reference to Robert's Rules of Order as a guide.

10. COMMITTEES

All committees except the nominating committee shall consist of the president, a chairman appointed by the executive and such other persons as may be selected by the chairman. The nomination committee shall be selected by a vote of members at the general meeting held in the month of April in the election year. An associate member may serve on any committee except the nomination committee.

11. EXPENDITURES

Ordinary monthly operating expenditures not exceeding a total of \$150.00 per month may be authorized by the president or the vice-president and the treasurer or the secretary. In addition to ordinary monthly expenditures of the club there shall be available to the treasurer the sum of \$100.00 for extraordinary expenditures. Extraordinary expenditures not exceeding \$100.00 shall be approved by the president and the treasurer. Any other expenditures must be approved by a general meeting of members.

12. AMENDMENTS

A proposal to amend the by-laws must be made in writing and shall be delivered to the secretary. The proposal for change shall be presented to the next meeting of members and shall be made by way of motion by the member proposing the change. If seconded, the proposal for change may be debated but no vote shall be called until the following meeting of members. Notice of the proposed change shall appear in the club bulletin appearing immediately before the meeting of members at which a vote is to be taken on the proposed change. Amendments to the by-laws shall require a majority of two-thirds of the voting members present at a general meeting.