

Kootenai Amateur Radio Society

Constitution and By-Laws

May 2007

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Constitution

of the

Kootenai Amateur Radio Society

May 14, 2007

ARTICLE I – Name of this Organization

Section 1. Official Name

The name of this organization is the Kootenai Amateur Radio Society, Inc.

Section 2. Legal Status and Authority

The KOOTENAI AMATEUR RADIO SOCIETY, INC., hereafter referred to as KARS, or the Club, having first been incorporated under the statutes of the State of Idaho on _____, is a nonprofit mutual benefit corporation organized under the Nonprofit Mutual Benefit Corporation Law and is to be governed by the applicable provisions of Idaho and IRS Regulations for nonprofit corporations.

ARTICLE II - Principal Office and Fiscal Year

Section 1. Office of the Corporation

- a. The principal office location for this Corporation shall be in or near the City of Coeur d'Alene, County of Kootenai, Idaho.
- b. The office location may be changed by majority vote of the Board of Directors.

Section 2. Fiscal Year

- a. The fiscal year shall be the same as the calendar year.

ARTICLE III - Objectives and Purpose

Section 1. Purpose of Organization

The purpose of this organization shall be to promote interest in Amateur Radio communications, to advance the radio art, to foster education in the field of electronic communications, and to share knowledge and information about the Amateur Radio Service with the general public. The Club may engage in specific Activities and Events as outlined in Section 1 of the By-Laws.

Section 2. Non Profit Status

The Club is organized exclusively for charitable and educational purposes as defined within the meaning of Section 501 (c) (3) of the Internal Revenue Code.

Section 3. Corporate Powers

This Club shall possess Corporate Powers as stated in the Articles of Incorporation.

ARTICLE IV - Membership

Section 1. Classes of Membership

- a. Charter Members in KARS are those members who were organizers of KARS. Charter members shall have the same privileges as Full members.
- b. Full Members in KARS shall be persons who are interested in the promotion of Amateur Radio, holding a Federal Communications Commission (FCC) License in the Amateur Radio Service. Full members are entitled to one vote at all General Membership meetings, and to hold office.
- c. Life Membership is available to Full members who have held membership in KARS for at least one year and are in good standing. Life membership is attained by payment of ten times the current annual dues. Life Members are entitled to all the privileges of a Full member.
- d. Youth Members in KARS may be granted to those individuals who are under the age of 18 and meet the requirements of full membership. Youth members are entitled to all the privileges of Full membership except that they cannot hold a position designated as a Club Officer.
- e. Associate Members in KARS shall be persons who are interested in the Club and Amateur Radio Service, but have not yet obtained an Amateur Radio license. Associate members automatically become Full members upon receipt of a FCC License in the Amateur Radio Service. Dues and operating privileges are identical to Full membership with the exception of voting and holding an elected office.
- f. Family Membership in KARS is available to any member of a household in which at least one other person is a Charter, Life, Full, or Associate member. Each Family member holding a valid FCC license in the Amateur Radio Service is entitled to all of the privileges of a Full member.

Section 2. Non-Discrimination

The Kootenai Amateur Radio Society will not discriminate against any member or prospective member, in accordance with Article X, Section 3 of this document.

Section 3. Membership Application Form

An individual desiring membership in KARS shall complete a membership application and forward with the proper dues amount to the Treasurer. Alternately, membership applications may be submitted via U.S. Mail, to the address listed in the By-Laws.

Section 4. No Geographical Limitation for Members

There shall be no geographical limitation as to eligibility for Club membership.

Section 5. Termination of Membership

Membership in KARS may be terminated by the Board of Directors acting on the behalf of the General Membership. Terminations shall be made pursuant to Article XIII, Miscellaneous; Section 1b.

ARTICLE V - Officers

Section 1. Officer Titles

The elected officers of KARS are as follows: President, Vice President, Executive Director, Secretary, and Treasurer.

Section 2. Election Process and Officer Qualifications

a. Officers of KARS are elected each year by the December General Membership. Results will be decided by acclamation or a simple majority of the Voting members present.

b. Each officer shall hold office for one year or until a successor is duly elected and installed. No officer shall serve more than two consecutive years in an office.

c. Nominees running for office shall be Full members in good standing, US citizens and have expressed their willing to serve the organization. KARS officers shall take office on January 1st. for a term of one year.

Section 3. Procedure for Nomination of Officers

a. A Nominating Committee shall be appointed before October of each year so that a slate of candidates may be presented to the membership at the November meeting. The nominating committee must consist of Full members and are selected as follows:

1. The current KARS President shall appoint one (1) Full member;
2. The Board of Directors shall jointly choose and appoint one (1) Full member;
3. KARS members at large shall select/endorse one Full member;

b. The Duties of the Nominating Committee are as follows:

1. To elect a chairman from its members.
2. To select at least one qualified candidate for each KARS elective office.
3. To introduce the slate of candidates at the November General Membership meeting. The report of the Nomination Committee will be printed in the November edition of the *Propagation* to be distributed a week prior to the November General Membership meeting.

c. Nominations may also be accepted from the floor at the November General Membership meeting provided that the nominee has expressed a willingness to serve if elected, otherwise the floor nomination must be considered invalid.

Section 4. Balloting Procedure

a. If, upon closing nominations for KARS officers, there is an exact number of candidates to fill each office, a motion to elect said candidates by acclamation may be accepted from the floor. If the motion is seconded, and is voted affirmatively by the Voting Membership present, the KARS officers will be considered to be unanimously elected.

b. If there are two or more nominees for any one office, the office may be decided by an open (an affirmative show of hands) or by a written ballot. A simple majority of the Voting Membership present shall elect all unopposed officers at the November General membership meeting. A separate vote between competing candidates may also be performed individually when an open ballot is taken, otherwise;

c. Any KARS member may request that balloting be conducted using a written ballot. A motion must be made, and seconded by **two** (2) Full members, at the General Membership meeting in November. If a written ballot motion has been duly made and seconded, the nominating committee will prepare paper ballots containing the names of the candidates for the same office. Written ballots, if required, will be distributed to all Voting Members present at the December meeting. Upon completion, ballots will be folded and placed in a sealed container. The ballots will be counted by the KARS Secretary accompanied by two volunteer observers from the Club members present. After the votes have been counted and verified to the mutual satisfaction of the Secretary and the observers, a winner will be announced. The candidate receiving the second most votes will be declared the *alternate* to the winning office who will take office should winning candidate be unable to complete their respective term.

d. In the event two candidates for an office receive an equal number of votes, the winner will be declared by a coin toss.

Section 5. Recall of Officers

An officer of KARS may be “recalled” by the affirmative vote of two-thirds of the Voting Membership present at any General Membership meeting, provided that at the

preceding meeting, a motion was also made, seconded, and adopted to bring the question of “recall” for the officer to the next subsequent meeting.

Section 6. Office Vacancies

a. A vacancy in any office shall be filled by an alternate, an interim appointment by the Board of Directors, or by an election held in the manner provided for in Sections 2 and 4 of Article V, at the next General Membership meeting following the occurrence of such vacancy. Three Past KARS Officers may also serve as an interim KARS Board of Directors in the event of unexpected loss of the elected Board.

b. A vacancy shall be deemed to exist in the event of any of the following events:

- 1 Failure to carry out the assigned duties of the office; or
- 1 Abandonment of the officer’s relationship with KARS; or
- 1 The recall of any officer.

ARTICLE VI – Duties of the Officers

Section 1. Responsibility and Accountability

All officers of KARS shall be responsible and fiscally accountable to the Membership for their acts and Club property while serving in office. At the conclusion of each officer’s term, all Club property, documents, keys, etc. shall be promptly conveyed to their successor.

Section 2. Duties of the President

The **PRESIDENT** shall preside at all Board of Directors and Membership meetings. The President may call special meetings of the Club as provided in this Constitution; and except as otherwise provided, may appoint members to, and fill vacancies in all committees. The President, with the Board of Directors, is responsible for the general management of the Club’s business affairs and activities. The President may appoint a sergeant-at-arms, if need be, to facilitate order in the conducting of Club business.

Section 3. Duties of the Vice President

The **VICE PRESIDENT** shall perform all the functions of the President in his absence. The Vice President shall also be responsible for the programs at General Membership meetings and perform such duties as shall be required from time to time by the President and/or Board of Directors. The Vice President, may at his/her discretion, appoint a Programs Committee.

Section 4. Duties of the Executive Director

The **EXECUTIVE DIRECTOR** shall be responsible for the dissemination of Club news and information; for administration of the K7ID.com Internet website; and for providing appropriate information about KARS activities and events to the membership, general public, related clubs and organizations such as the ARRL, and to the media. The

Executive Director shall also perform such duties as shall be directed from time to time by the President and/or Board of Directors. The Executive Director may routinely chair sustaining and/or special function committees as established and shall preside at meetings in the absence of the President or Vice President.

Section 5. Duties of the Treasurer

The **TREASURER** shall be responsible for the finances and money handling for the Club and shall report on the Club's financial condition at every General Membership meeting. The Treasurer shall file all necessary legal and tax forms as required by IRS and corporation law and perform such duties as shall be required by the President and/or Board of Directors. The Treasurer shall provide a closing year-end statement and a forecast for the coming year for all routine operational costs for the year-end Board of Directors meeting . He/she shall keep accurate records and reconciliations and assist in the annual audit of the Club's books; and in the conveyance of records to any new officer assuming the office of Treasurer. The Treasurer shall preside at meetings at the direction of the President.

Section 6. Duties of the Secretary

The **SECRETARY** shall record and keep the minutes of all the meetings and proceedings of the Club and the Board of Directors, and shall prepare and send, or cause to be prepared and sent, all notices of special meetings of the Club. The Secretary shall maintain the official Club roster. The Secretary shall also maintain all changes to the Constitution and Bylaws and other Club documents and vital records, as well as providing a copy of (or an electronic link to) the Constitution and Bylaws for each new Club member. The Secretary shall perform such additional duties as shall be required by the President and/or Board of Directors. The Secretary shall preside at meetings at the direction of the President.

Section 7. Additional Duties of Officers – Transition

During the concluding months of each fiscal year, the incumbent Club Officers have a duty to promote the smooth transition of Club assets, accounts, documentation, and files to their respective Club Officers-elect. Immediately following the elections, new Club Officers will meet in order to review the previous administration's accomplishments, and plan the upcoming year's goals, objectives and overall activities of the new administration. The Treasurer elect, with input from the incumbent Board of Directors, is responsible for preparing an annual operating budget for the upcoming administration's term, based upon all available data and anticipated expenses, to support the activities and obligations of the Club. The incoming Treasurer will determine and recommend the amount of the dues that will be required to maintain a balanced budget for the forthcoming year.

ARTICLE VII – Board of Directors

Section 1. Composition of the Board of Directors

There shall be a Board of Directors, which will consist of the current elected KARS officers, the immediate past KARS President, and the Club Amateur Station License Trustee. The total number of Board members is seven (7).

Section 2. Responsibilities of Directors

The Board of Directors has the responsibility for the direction and guidance of the Club, including, but not limited to, the following:

- a. Ensuring that the Club's Constitution, Rules and Bylaws are followed; and
- b. Overseeing how the Club's funds are maintained and disbursed. The Board of Directors is authorized to approve disbursements from the general fund, for ordinary expenses, up to \$250.00 per transaction.

Section 3. Board Meetings

Meetings of the Board of Directors shall be held at least once per quarter, or at the call of the President, or upon the request of any three members of the Board of Directors.

Section 4. Board of Directors Quorum

A majority of Board of Directors who must be present at a meeting (4) shall be necessary for the transaction of business. The Board of Directors will regularly report its actions to the KARS General Membership.

ARTICLE VIII - Banking and Accounting

Section 1. Deposit of Funds

All Club funds and monies shall be deposited in a federally insured depository within three business days of receipt by the Treasurer or such other person or persons as may, from time to time, be designated by the Board of Directors.

Section 2. Withdrawal of Funds and Check Signatures

- a. Funds and monies of this Club shall be withdrawn from deposit only upon a check or a draft signed by any two of these officers: President, Vice President, Secretary and Treasurer.
- b. The Treasurer is authorized to pay bills and to write single signature checks for ordinary or recurring Club expenses up to a maximum amount of \$100.00 per transaction.

Section 3. Conditions of Disbursement

No disbursements of this Club's funds or monies in excess of \$100.00 shall be made except on a motion at a General Membership meeting of the Club and voted upon by a majority of members present. This excludes the \$250.00 disbursement from the general

fund allocated to the Board of Directors and the \$100.00 allocated by the Treasurer for ordinary expenses.

Section 4. Surplus Funds

Surplus funds and monies of this Club shall either be:

- a. Placed in interest-bearing accounts in federally insured depositories, or
- b. Invested in interest bearing obligations backed by the US government. Any conversion or liquidation of such investment, must first be authorized by a majority of Club members present at a regularly scheduled or special general membership meeting.

Section 5. Safety Deposit Box Rules

If the Club should decide that it requires a bank safety deposit box, joint access is required by any two of the following officers: President, Vice President, Executive Director or Treasurer.

Section 6. Financial Status Reports

The Treasurer shall prepare monthly, quarterly, and yearly statements of account from the Club's accounting records. (see Article VI Section 5)

ARTICLE IX - Dues

Section 1. Membership Dues and Proration of Dues

- a. Annual Membership dues are due and payable to the Club Treasurer at the beginning of the fiscal year.
- b. Full members, Youth members and Associate members shall pay annual dues as established in the By-Laws.
- c. Additional family members may be added to the Full or Associate membership, as established in the By-Laws.
- d. In the event that the first member of a household is a KARS Charter or Life member, and an additional member of that household wishes to begin or continue Club Membership, the Club Family Membership rules for dues apply.
- e. New members' dues shall be prorated monthly.

Section 2. Delinquency in Dues

The Treasurer shall personally contact each Club member who is in arrears after a period 30 days advising them that they have not renewed their membership in accordance with the Bylaws, and will be deleted from the Club roster. Members who are in arrears longer than 60 days shall be denied further membership services, facilities, and deleted from the KARS membership roster. Reinstatement of members in arrears may be made only with

the full payment of the dues amount required for the entire year, as originally owed, in order to continue membership in the Club.

ARTICLE X - Policies of this Club

Section 1. Labor Questions or Disputes

KARS shall not enter into labor questions nor disputes of any nature or kind, except those which shall relate solely to this Club and to its employees, if any.

Section 2. Affiliation with Others

This Club shall not, at any time affiliate in any manner with any other body or organization for purposes other than for the public service and the lawful utilization, or benefit of Amateur Radio.

Section 3. Non-Discrimination Policy

KARS shall not discriminate against any person on the basis of race; religion; national origin; sex; marital status; age; familial status; handicap; or ancestry in the administration of its membership, educational programs, admission, operating policies, or activities associated with the Club.

Section 4. Non-Solicitation Policy

It is the policy of KARS that no KARS member shall solicit Club members for the sale of goods or services; or represent ones' self as being directed by KARS to solicit, sell or purchase any item or services on behalf of the KARS without prior written authorization by the Board of Directors. This policy does not apply to paid advertisements in Club publications.

Section 5. Alcohol and Drug Free policy

KARS requires *an alcohol and drug free environment* during all sanctioned Club activities and events.

Section 6. Use of Club Station License

The Club Station Licenses shall be assigned to all Amateur Radio Repeaters operated by the Club. Additional uses of the Station Licenses shall be as set forth in the By-Laws.

ARTICLE XI – Repeal of Constitution; Bylaws Amendments

Section 1. Repeal of Constitution

The Kootenai Amateur Radio Society Constitution may be repealed at a General Membership meeting, or special meeting of the Club by the affirmative vote of two-thirds of the membership of the Club present at the meeting.

Section 2. Requirement for Bylaws Amendments

The Bylaws of KARS may be amended or repealed, and new Bylaws adopted only at a General Membership meeting, or a special meeting of the Club by the affirmative vote of two-thirds of the membership present at the meeting.

ARTICLE XII – Dissolution of the Society

If KARS members decide to wind up the affairs of, and dissolve the organization, the following procedure will govern distribution of KARS assets.

a. Assets shall be distributed to an organization that has established a tax exempt status under section 501 (c)(3) of the Internal Revenue Code.

ARTICLE XIII – Miscellaneous

Section 1. Grievances of Members; Termination of Membership

a. All grievances of members of KARS shall be in writing and signed by the member, or members aggrieved, and presented to the Board of Directors. If the matter can not be resolved by the Board of Directors, the Board shall present the issues to the membership at its next membership meeting for resolution. Any decision by KARS members at large shall be final.

b. The Board of Directors of KARS may terminate the membership of any active member of this Club who knowingly violates this Constitution and Bylaws. This procedure will be implemented as follows:

- 1) The member shall first receive a written warning notice from the Board of Directors concerning the violation.
- 2) Should the member ignore the first notice and continue to violate the Constitution and Bylaws, a “Cease and Desist” notice shall be sent by the Board of Directors outlining the violation(s) and restating the Club policy.
- 3) If the member persists in the violation(s) of the KARS Constitution and Bylaws membership in this Club will be immediately terminated by the Board of Directors. The Member’s prepaid dues shall also be forfeit.
- 4) The formal termination notice shall be in writing, signed by the President and three (3) members of the Board of Directors. The letter shall be hand delivered or sent registered, USPS, return receipt requested.
- 5) The Board of Directors shall notify the KARS membership of the termination for cause at the next General Membership meeting.
- 6) All records for such action shall be maintained in confidence by the Secretary and appended to the Board action rendering the decision resulting in the member’s termination.
- 7) Reinstatement and restitution may be made upon the petition of the individual whose membership has been terminated. Approval to reinstate requires a majority vote of the Board of Directors.

Section 2. Club Documents Available for Inspection

All books, minutes and general records (except vital records containing account numbers, passwords, and usernames, or personal and confidential information relating to a specific member of the Club) shall be reasonably available for inspection by any Full member of the Club. A written request must state the specific record sought, the reason for such inspection, and be provided no sooner than 72 hours prior to arrangements being made for the physical inspection at the mutual convenience of the member and the Club Secretary. If copies are required, a signed list shall be prepared identifying the documents for which copies are desired and presented to the Secretary for processing. A nominal fee can be charged as designated by the Secretary for each copy made.

Section 3. No indebtedness without Prior Approval

No Officer, Committee Chairperson, or Club member shall incur any indebtedness to the Club without securing the prior approval of the Board of Directors or the Club membership as a whole, at any General Membership meeting, or at a special meeting of the Club, or Board of Directors.

ARTICLE XIV - Meetings

Section 1. General Membership Meetings

Normally, there shall be one General Membership meeting held each month.

Section 2. Special Meetings

a. A Special meeting may be called at the request of the President or by the written request of any three KARS members.

b. Special Meetings may not be held without first issuing a minimum of seven days advance notice to all KARS members stating the purpose for which the special meeting is being called. Notice is deemed appropriate when using any one of the following methods: a global e-mail to all member e-mail addresses on record, a repetitive voice announcement on the KARS repeater voice messaging system, a telephone call to each member, or an USPS post card mailed to all member addresses of record.

Section 3. Board of Directors Meetings

The President shall hold a minimum of one Board of Directors meeting per quarter.

ARTICLE XV - Trustee of KARS Club Station License

Section 1. Office, eligibility, term of office

a. The office of the Trustee of the Club Station License shall be appointed by the Club President.

- b.** In order to be eligible to hold this office, the candidate must hold an Amateur Extra Class license, and be a Charter, Life, or Full member in good standing.
- c.** The term of office shall start with his/her appointment and shall end with the expiration date of the KARS Station license.
- d.** The Trustee shall be a member of the KARS Board of Directors, and shall be subject to rules and regulations governing officers of the Club.
- e.** If the office of Trustee becomes vacant for any reason during the term of a Club Station license issued to the Club, the KARS President shall immediately appoint a new Trustee who meets the eligibility requirements in Section 1.b above. Additionally, the KARS President shall immediately notify the FCC of the change via the appropriate FCC form.

Section 2. Duties and Responsibilities

The duties and responsibilities of the KARS Station License Trustee are as follows:

- a.** To confer and negotiate with the Federal Communications Commission on any and all matters pertaining to the issuance and maintenance of an Amateur Radio station license issued to the Club.
- b.** To be responsible for compliance with rules and regulations as prescribed by the Federal Communications Commission regarding the aforementioned license. See Also By-Laws, Article VIII , Club Repeaters, “Technical Committee”

ARTICLE XVI - Conduct of Business

Section 1. Governance of Meetings

Robert’s Rules of Order, as revised or abridged, shall govern all General Membership meetings of KARS, when not inconsistent with the Bylaws.

Section 2. Order of Business

The Order of Business to be observed in conducting General Membership meetings of the Club shall include the following: (NOTE: The President may elect to re-order these items to accommodate any special program or accommodation.)

- a.** Call to Order
- b.** Pledge of Allegiance
- c.** Roll Call & Introductions
- d.** Approval of minutes of the previous meeting
- e.** Reports of Officers
- f.** Unfinished or Old Business
- f.** New Business
- g.** Other
- h.** Adjournment

Kootenai Amateur Radio Society – By-Laws

Article I - Club Activities, Organization, Use of Club Call Sign

Section 1 – Club Activities

The Club may engage in various activities that support Article III of the Constitution. Such activities might include, but are not limited to the following:

- a.** Public service events, such as the “Adopt-A-Highway” program, and support of youth organizations such as the Boy Scouts and Girl Scouts of America.
- b.** Operating events, such as station demonstrations and amateur radio contests.
- c.** Educational activities, such as amateur radio classes.
- d.** Social events, such as pot-luck dinners, ice cream socials, or picnics.
- e.** Activities that generate a positive cash flow for the Club, such as hamfests, swap meets, or auctions.
- f.** Special presentations and programs at Club General Membership meetings.

Section 2 – How Club Activities are Organized

The KARS Vice President, with assistance from other Club officers and members will plan; organize; and distribute a KARS Events Calendar to the membership, at the beginning of year.

Section 3 – Use of Club Call Sign

The Club call sign will be used to identify all Club repeaters. Additionally, the Club call sign may be utilized at any sanctioned activity or event as described in Article I, Section 1 of these Bylaws. Such usage requires prior approval by the Board of Directors.

Article II – Financial Matters

Section 1. Dues – How Set

Dues are established by the Board of Directors, and adjusted annually as deemed appropriate to accommodate the operating budget of the Club.

- a.** Each Full or Associate member shall pay the full annual dues amount.
- b.** Each Youth member will pay one-half of the full annual dues amount.
- c.** Family members (either licensed or not) are defined as persons living in the same household as a Charter, Life, Full or Associate member of the Club. Each family member holding a valid FCC license in the Amateur Radio Service is entitled to all of the privileges of a Full member. Annual dues for Family Membership shall be one-half of the full annual dues, regardless of the number of family members.

Section 2. Dues – Second Year Incentive

In order to promote continuing membership, the Club offers a second-year discount incentive. The second year incentive discount is shown below:

Example 1: Second Year incentive for Regular or Associate members

(Assumes that current Annual dues are \$12.00):

First year dues =	\$12.00
Second year dues =	\$12.00
Deduct incentive	<u>-2.00</u>
	\$22.00 for two years paid at one time

Example 2: Second Year incentive discount for Family members

(Assumes that current Annual dues are \$12.00 for Regular or Associate members)

Dues for Family members are one-half of Regular member dues.

	<u>Regular Member</u>	<u>Family Member</u>	<u>Total</u>
First year dues	\$12.00	\$6.00	\$18.00
Adjusted Second year dues	\$10.00	\$5.00	<u>\$15.00</u>
Household dues for 2 years			\$33.00

Section 3. Inventory of Club Assets - *Club Asset Report*

KARS owns *personal* and intangible property. In order to manage and value these assets, the KARS President shall appoint a committee to conduct an annual inventory. The *Club Asset Report* with its committee recommendations shall be presented to the Board during, or prior to the end of the year Board Meeting. The Board will review the inventory, determine disposition, and authorize the liquidation of assets no longer required for Club use. A *Club Asset Report* summary will be presented to the membership at, and appended to the minutes of, the January General Membership meeting.

Section 4. Insurance Guidelines - Risk Management Review

a. The Board will secure and maintain a Liability Insurance policy, with appropriate coverage based upon an annual risk management review in order to indemnify KARS members.

b. The KARS President shall yearly appoint a Risk Management Review Committee. The committee shall hold a semi-annual risk management review, relative to the sanctioned use of KARS facilities, assets and activities.

Article III - Customary Meeting dates

a. General Membership meetings of the Club shall be conducted on the second Monday of the month. In the event the meeting date falls on a legal holiday, the meeting date for that month may be changed by the Board of Directors.

b. Board of Directors meetings will normally be held prior to the first General Membership meeting of each quarter.

Article IV - Club Post Office Box; who holds the keys

a. The Club maintains the following mailing address:

Kootenai Amateur Radio Society
PO Box 1765
Coeur D'Alene, ID 83835-1765.

b. Keys to the Post Office box shall be held by the Treasurer, and the President or their designees.

Article V - Club Library

The Club may choose to develop a library (consisting of printed and electronic documents), with content appropriate for, and pertaining to, the furtherance of the art and science of Amateur Radio. If the library is developed, the publications and materials will be maintained at a mutually agreed upon location under the control of an appointed KARS Librarian.

Article VI - Waiver of Liability

KARS expects all members of the Club to accept the waiver of liability statement listed below:

Amateur Radio activities associated with construction, equipment operation, emergency communications, and Club events have *inherent risks*, including the possibility of injury and loss of life. Membership in the Kootenai Amateur Radio Society, and/or participation, transportation to or from Club activities, or the use of Club facilities, requires that with the issuance of the membership card the member acknowledges the following:

- 1) That the member will abide by Club policies;
- 2) That the member will follow directions of event coordinators/leaders;
- 3) That the member will assume full responsibility for assessing and assuming such risks; and,
- 4) That the member will indemnify and hold harmless, the officers and fellow members of the Kootenai Amateur Radio Society for any liability, loss, or damage incurred.

Article VII - Delivery of Club Newsletters

The monthly Club Newsletter, entitled *Propagation*, shall be delivered by electronic means to as many Club members as possible, in order to control cost. Electronic copies of the *Propagation* may also be sent to interested public service agencies such as the local American Red Cross, County Office of Emergency Management, or other radio amateur clubs. Only by special arrangement, may copies of the *Propagation* be printed and mailed via the USPS to Club members who are unable to access e-mail or Internet

services. The Board of Directors may choose to print a limited number of copies of the *Propagation* for other promotional purposes as well.

Article VIII - Club Repeaters

Equipment – The Club owns and operates three repeaters, as follows:

- 146.980/146.380 MHz, (FM voice)
- 145.510 MHz Packet repeater, (FM “digipeater”)
- 444.775/449.775 MHz, (FM voice)

Equipment Details and Status – Additional information about Club Repeaters is available on the Club web site: www.k7id.org

Frequency Coordination – KARS operates “coordinated repeaters”, on frequencies assigned by the Inland Amateur Coordination Council (IACC).

Technical Committee - A standing Technical Committee provides planning and maintenance for the KARS repeater facilities. This Committee consists of three or more members, appointed by the Board of Directors, on the basis of their interest and technical competence. The Technical Committee Chairman plans, coordinates, and implements all technical activities related to the Club’s repeater facilities. The KARS License Trustee is the liaison for the Committee before the Board of Directors and serves as a voting and de facto advisor to the Committee.

Article IX – Club Internet Site

The Club maintains an Internet website at www.k7id.org. The website is the repository for all appropriate material about the Club, and amateur radio in general. Members are encouraged to visit the website frequently to view current information about the organization and its activities.

Article X - Display of Constitution and By-Laws

The Kootenai Amateur Radio Society Constitution and Bylaws shall be displayed on the Club website, www.k7id.org. A printed copy of the most current version of the Constitution and By-Laws is maintained by the Club Secretary.

Article XI – Definition of Terms

The definitions below are provided to clarify terminology used in this Constitution and By-Laws.

General Membership – all KARS Club members, without regard to their membership class.

Voting Membership – all KARS Club members who are authorized to vote. This includes all Charter, Life, Full, and Youth members, as well as Family members who are eligible to vote.

Operating Funds – the funds used for ordinary Club operating expenses, typically held in a bank checking account.

Surplus Funds – funds in surplus of the Operating Funds. These funds are typically held in an interest bearing bank account or certificate of deposit.

Miscellaneous Funds – Includes “petty cash” held by the Treasurer and any cash that is used for General Membership meeting promotions or drawings.

Article XII – Certification / Approval of Constitution and By-Laws

We the undersigned Club officers certify that these Constitution and By-Laws of the Kootenai Amateur Radio Society were presented to the Membership and were ratified, on _____ 2007 and are effective immediately.

Edward Stuckey, AI7H - President

John Hollar, N7JU – Vice President

Larry Telles, K6SPP – Vice President

Linda Chamberlin, N7UTK - Secretary

Chris Monroe, N7ZUJ - Treasurer

By-Laws Revision: *Article IV - Club Post Office Box:*

Update to new address – January 2012