

KINGSTON AMATEUR RADIO CLUB, INC.

By-Law Number One A By-Law Relating Generally to the Transaction of the Business and Affairs of KINGSTON AMATEUR RADIO CLUB, INC.

SECTION ONE - GENERAL:

Article 1. Head Office.

The Head Office of the Club shall be located at the City of Kingston in the Province of Ontario, Canada at the place therein where the business of the Club may from time to time be carried on. For administrative and legal purposes, the Head Office of the Club shall be located at the residential street address of the President.

Article 2. Publication.

The Official Publication of the Club shall be the Kingston Amateur News and each member of the club shall be entitled to receive a copy of each issue thereof. The publishing of any notice of the Club shall constitute notice to the members. The newsletter shall be made available on the club website. The newsletter will also be available via postal mail upon request.

SECTION TWO - MEMBERSHIP:

Article 3. Classification of Membership.

There shall be three (3) classifications of membership in the club, namely:

- (a) Full Members: Persons who hold a Canadian Certificate of Proficiency in Radio of at least Amateur class as defined by the "Radiocommunication Act". A full member shall be entitled to attend and to vote at meetings of the members and to hold any office in the Club.
- (b) Associate Members: Persons who have an interest in Amateur Radio who do not hold a Canadian Certificate of Proficiency in Radio of at least Amateur class as defined by the "Radiocommunication Act". An Associate Member shall be entitled to attend Club meetings but may not hold office or vote on matters pertaining to Amateur Radio.
- (c) Honorary Members. Persons nominated by the Executive and approved by the membership as worthy of special recognition by the Club because of service or contribution to the Club, or to Amateur Radio. An honorary member shall be entitled to the rights and privileges of a Full Member and shall not be required to pay the annual membership dues.

Article 4.

Withdrawal from Membership. Any member may withdraw from membership in the Club by sending written notification of resignation to the Secretary.

Article 5. Termination of Membership.

Members who conduct themselves in such a manner as to bring disrepute to the hobby maybe subject to a verbal warning, a written warning or termination of membership. The membership of any member may be terminated by a vote of three-quarters or more of the members present at

any monthly meeting of the members. For this purpose notification of termination of membership shall be by registered letter.

SECTION THREE - MEETINGS:

Article 6. Meetings of the Members.

General meetings of the members shall be held at such places and such times as the Executive may from time to time determine. Any general meeting may also constitute a special general meeting to consider, deal with, and dispose of any business that may be considered, dealt with or disposed of at a special general meeting.

Article 7.

Special Meetings. Special meetings of the members may be called at any time, by the order of the President, or by order of a majority of the Executive and shall be called by the President at the request of not less than one-tenth of the total number of Full Members.

Article 8. Notice of Meetings.

Notice of any special general meeting of the members and a brief summary of the purposes of the meeting shall be given to the members by publishing same in the Club's official publication and/or published on the club website.

Article 9. Quorum.

Five Full Members, or one-tenth of the Full membership, whichever is the greater number, shall constitute a quorum for all purposes at any meetings of the members.

Article 10. Votes to Govern.

Unless otherwise required by the By-Laws or Regulations of the Club, every question submitted to the members shall be decided by a simple majority of the votes duly cast on the question. The President shall be entitled to a second or casting vote in case of an equality of votes.

Article 11. Adjournment.

The chairman at any meeting of the members, with the consent of the meeting and subject to such conditions as the meeting may impose, may adjourn the meeting from time to time and from place to place and no notice of such adjournment need be given.

SECTION FOUR - EXECUTIVE:

Article 12. Composition of the Executive.

The affairs of the Club shall be managed by the Executive. The executive shall consist of the President, the Vice- President, the Secretary, the Treasurer and the Immediate Past President.

Article 13. Qualifications of Executive Members.

All members of the Executive shall be, at the time of election and throughout the term of office, a full member in good standing of the Club.

Article 14. Term of Office.

Executive members shall be elected annually at the December general meeting and shall hold office for one calendar year commencing on the first day of January of the year following the election.

Article 15. Method of Election of Executive Members.

Any qualified member of the Club may be nominated for any office by a person entitled to vote at a general meeting of the members. All nominated candidates shall give consent to serve in the position for which nominated. If more than one candidate is nominated for any one position, one candidate shall be selected by a roll call vote, by a show of hands or by secret ballot.

Article 16. Tabulation of Votes.

The Secretary shall tabulate all votes taken and shall announce the results of each vote immediately after such tabulation has taken place. The candidate receiving a majority of votes cast shall be considered elected to the position.

Article 17. Vacation of Office.

Any Executive office shall automatically be vacated:

- (a) if the member ceases to have any of the qualifications designated in Article 13,
- (b) if the member dies, or
- (c) if the Club receives the written resignation of the member.

Article 18. Removal from Office.

Any member of the Executive may be removed from office by the members present and entitled to vote at a special general meeting of the members.

Article 19. Vacancies.

A vacancy in the Executive may be filled for the remainder of its term of office by a vote of the members present at a general meeting.

Article 20. Meetings and Notice.

Meetings of the Executive may be called by the President and shall be called by the President at the request of any two members of the Executive.

Article 21. Remuneration.

No honorarium shall be paid to members of the Executive but all members of the Club may be reimbursed for their out-of-pocket expenses incurred in handling the business and affairs of the Club subject to providing adequate documentation. Such expenses shall be detailed and given to the Treasurer for payment on approval of the Executive.

SECTION FIVE - BY-LAWS AND REGULATIONS:

Article 22. Enactment of By-Laws.

The Executive may propose such By-Laws not contrary to law as may be deemed necessary or expedient for the conduct of the business of the Club and may recommend the repeal,

amendment or re-enactment of any such By-Law. Every such By-Law, repeal or amendment shall not be enforced or acted upon until it has been confirmed by the members at a general meeting.

Article 23. Regulations.

The Executive may propose to make, repeal or amend regulations as shall be deemed necessary or expedient for the conduct of the business of the Club. No regulation shall be inconsistent with the By-Laws of the Club. Every such regulation, repeal or amendment shall not be enforced or acted upon until it has been confirmed by the members at a general meeting.

SECTION SIX - OFFICERS:

Article 24. Officers.

The Officers of the Club shall be a President, Vice-President, Secretary and Treasurer. The offices of Secretary and Treasurer may be combined and held by the same person.

Article 25. Duties of the President.

The President shall be the chief executive officer of the Club and shall be charged with the general supervision of the business and affairs of the Club. The President shall preside at all meetings of the members and of the Executive.

Article 26. Duties of the Vice-President.

The Vice-President shall, in the absence or incapacity of the President, perform the duties and exercise the powers of the President. The Vice-President shall also perform such duties and exercise such powers as the Executive may prescribe or as the President may delegate.

Article 27. Duties of the Secretary.

The Secretary shall record the minutes of all meetings of the members and of the Executive in the books to be kept for that purpose. The Secretary shall give, or cause to be given, all notices required to be given to the members and to the Executive and shall perform such other duties as may be prescribed by the By-Laws, regulations or by the Executive. The Secretary shall be the custodian of all current records, other than financial, of the Club.

Article 28. Duties of the Treasurer.

The Treasurer shall keep full and accurate records of all financial transactions of the Club; shall be responsible for the deposit of all monies of the Club in such bank, or banks, as may be designated by the Executive; shall control the disbursement of the funds of the Club; and shall render to the Executive, whenever required, an account of all transactions undertaken by the Treasurer and of the financial position of the Club. The Treasurer shall prepare an Annual statement for the incoming Executive. The Treasurer shall also perform such other duties as may be prescribed by the Executive.

SECTION SEVEN - SIGNING OFFICERS:

Article 29. Execution of Documents.

Contracts, documents, or other instruments in writing requiring the signature of the Club, other than determined by the By-Laws, shall be signed by either the President or the Vice-President and by the Secretary. Financial documents shall be signed by either the President or Vice-President and by the Treasurer.

SECTION EIGHT - DATE:

Article 30. Effective Date.

This By-Law shall come into force and effect on the date when it shall receive approval of the Executive and by the members at a general meeting.

ENACTED and PASSED by the Executive this 25th day of August, 2010.

President : Steve Cutway VE3KC

Secretary: David Sellick VE3DZE

CONFIRMED by members present at a general meeting of the members called and held on the 1st day of September, 2010

President: Steve Cutway VE3KC

Secretary: David Sellick VE3DZE

KINGSTON AMATEUR RADIO CLUB REGULATIONS

1. ELIGIBILITY FOR MEMBERSHIP

Any person who is qualified for membership as a Full or Associate Member shall be admitted to membership upon payment of the annual fee applicable.

2. MEMBERSHIP FEES

The annual fees for Full and Associate membership in the Club shall be recommended by the Executive and approved at a general meeting. This fee shall be payable on admission to membership annually for the fiscal year January 1 to December 31. Any dues paid on or after September 1 shall be for the next fiscal period, but shall not preclude the member from participating in the club business for the period of September 1 to December 31 of the preceding year.

3. PAYMENT OF EXPENSES

(a) Expenses authorized by the Executive and approved by the membership, and incurred by Officers, Officials and members of the Club in carrying out the work of the Club, shall be paid by the Treasurer upon presentation of an expense voucher supported, where necessary, by appropriate receipts covering the items of expense.

(b) At the Treasurer's discretion, approval for payment of any expense may be requested from the Executive before payment.

4. AD HOC COMMITTEES

(a) The Executive may create Ad Hoc Committees and may appoint members of these committees as deemed necessary for the furthering of the business and affairs of the Club. The term of such committees shall expire with the term of the Executive.

b) Ad Hoc Committees may include the following:

- 1) Field Day
- 2) Repeater
- 3) Interference
- 4) Newsletter
- 5) Website
- 6) Hearts and Flowers

5. AFFILIATED ORGANIZATIONS

a) The Club may affiliate with such organizations as may be necessary to further the business and affairs of the Club.

b) Any ARES Group within the area served by the Club, upon written request and approval at a general meeting, maybe an affiliated service organization of the Club.

c) Frontenac County Amateur Radio Emergency Services became affiliated at the April, 2008 general meeting.

ADOPTED AND PASSED AS Regulations of the Club by the Executive this 25th day of August, 2010.

President: Steve Cutway VE3KC

Secretary: David Sellick VE3DZE

CONFIRMED by the members at a general meeting of the members duly called and held on the 1st day of September, 2010.

President: Steve Cutway VE3KC

Secretary: David Sellick VE3DZE