

**BY-LAWS OF THE
TRURO AMATEUR RADIO CLUB INC.
(Truro, Nova Scotia, Canada)**

**September 1973
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BY-LAWS

1. NAME:

The club is known as the Truro Amateur Radio Club, hereinafter referred to as the T.A.R.C.

2. AIMS AND OBJECTIVES:

The objectives of the T.A.R.C. are:

- (a) To promote an interest in amateur radio in the Colchester County area.
- (b) To assist and co-operate with local and other authorities to establish and maintain radio communication as a public service whenever the need arises.

3. MEMBERSHIP AND PRIVILEGES OF MEMBERSHIP

All persons with a genuine interest in amateur radio shall be eligible for membership in the Truro Amateur Radio Club (T.A.R.C.). There shall be four classes of membership:

1. (a) **Full Members - Requirements:** A person shall be a full member of the T.A.R.C. if he or she :

- (1) Holds a Certificate of Proficiency in Radio of at least amateur grade or an Amateur Operator's Certificate issued by and/or recognized by the Government of Canada.
- (2) Has paid the current annual membership dues.

1. (b) **Full Members - Privileges:** All full members will be entitled to:

- (1) Attend and vote at all meetings of the club.
- (2) Hold an executive office within the club.
- (3) Attend any social functions associated with the T.A.R.C.

2. (a) **Associate Members - Requirements:** A person shall be an associate member of the T.A.R.C. if he or she:

- (1) Has a bona fide interest in amateur radio.
- (2) Has paid the current annual membership dues.

2. (b) **Associate Members - Privileges:** All associate members will be entitled to:

- (1) Attend all meetings of the club
- (2) Attend any social functions associated with the T. A.R.C.

Associate Member Note: Any associate member will be granted full membership status automatically upon request to the Executive when he or she demonstrates to the Executive that he or she has successfully been granted a Certificate of Proficiency in Radio or an Amateur Operator's Certificate issued by and/or recognized by the Government of Canada.

3. (a) **Honourary Members - Requirements:** A person will become an honorary member when:

- (1) The club would like to honour them for their contribution to the club and with a two-thirds majority vote of the full members present at a regular meeting on a motion to this effect. This person does not have to be a certified amateur radio operator but could be.

3. (b) **Honourary Members - Privileges:** This person:

- (1) May attend all club meetings, functions or events.
- (2) Does not have a vote during club meetings.

4. (a) **Life Members - Requirements:** A person will become a life member when:

- (1) The members would like to thank them for their past service to and long-time membership in the club. A two-thirds majority vote of the full members present at a regular meeting on a motion to this effect would be required.

4. (b) **Life Members - Privileges:** This person:

- (1) Has his or her annual club dues waived forever.
- (2) May attend and vote at all meetings of the club.
- (3) May hold an executive office within the club.
- (4) May attend any social functions associated with the T.A.R.C.

4. **EXPULSION:**

- (1) A club member charged with conduct unbecoming a member of the T.A.R.C. or acting in any way contrary to the best interest of amateur radio may be expelled by a two-thirds vote of the full members present

at a meeting if the Executive has found the charges are sustained by investigation. Voting will be by secret ballot.

- (2) Any member expelled from the T.A.R.C. in accordance with 4 (1) may be reinstated to his or her original membership class in good standing if the Executive recommends such reinstatement to any regular meeting of the club. A two-thirds vote of all full members present in favour of reinstatement will be required to effect said reinstatement.

5. DUTIES OF THE OFFICERS AND EXECUTIVE

- (a) The officers and the Executive members shall be elected at the annual meeting, and shall serve for a term of one year. They shall take office at the first meeting after the Annual General Meeting and serve until their successors are elected and installed.
- (b) The President shall preside at all meetings of the club and of the Executive, and shall perform all other duties pertaining to his office.
- (c) The Vice President shall perform the duties of the President during the latter's absence. The Vice President shall also be responsible for making all arrangements for meeting places approved by the Executive.
- (d) The Secretary shall keep the minutes of all meetings, prepare and mail or email notices of meetings, maintain a mailing list and receive applications for membership.
- (e) The Treasurer shall receive all monies due the club, deposit them in a bank, and shall make all disbursements at each meeting.
- (f) The Executive shall be responsible for all matters of policy of the club. It shall review all reports of conduct unbecoming a member of the club and if such reports are, in its opinion, sustained, shall submit the case to the body of the club at a regular meeting.
- (g) The Executive shall not be entitled to remuneration pursuant to their duties and activities on behalf of the club.
- (h) Notice of the September meetings shall be sent to all members and former members of T.A.R.C. living in the local area, stating time, date and location of the meeting.

6. BORROWING POWERS

The club shall have such borrowing powers as are approved by the membership by special resolution.

7. EXECUTION OF DOCUMENTS

Execution of contracts and deeds of exchange and other instruments on behalf of the Society shall be carried out by the President or Vice President and one of the Secretary or Treasurer.

8. MEETINGS

- (a) The Annual General Meeting (AGM) shall be held during the month of September in each year preceding the regular September meeting.
- (b) The regular meetings of the club shall be the second Monday of each month whether a holiday or not, except during July and August.
- (c) A special meeting may be called at any time by the executive or at the written request of five members of the club. Notification of a special meeting, place, date, notice of motion and agenda, apart from those of a routine nature, shall be given to each member as soon as possible in advance of the meeting.
- (d) Executive meetings shall be held at the call of the President or Vice President.

9. COMMITTEES

The club may appoint such committees or groups from time to time as may be considered necessary to carry on the business or activities of the club. They shall be appointed by the President and shall meet the approval of the majority of the Executive, or nominations may be called for from the floor.

10. VACANCIES

- (a) Vacancies occurring in the Executive during their term of office shall be filled at a regularly called general meeting of the club.
- (b) Vacancies occurring in the committees during their terms of office may be filled as determined by the President.

11. FINANCES

The membership fee may be changed at the AGM (Annual General Meeting) of the club.

12. AUDIT OF ACCOUNTS

Accounts shall be audited annually by an auditor appointed by the club.

13. QUORUMS

- (a) Five members shall be considered a quorum at any meeting, or at any special meeting.
- (b) A majority of the executive shall constitute a quorum for an executive meeting.

14. SEAL

The seal of the club shall be in the custody of the Secretary, who is authorized to use it as required.

15. INSPECTION OF BOOKS AND RECORDS

Books and records may be inspected by the members at the head office of the club at a convenient time.

16. ORDER OF BUSINESS

The order of business of all meetings of the club shall be similar to that followed in meetings of similar organizations. Some flexibility will be permitted as circumstances require. Robert's Rules of Order (see attached) will be used to settle questions of procedure.

17. CHANGES OF BY-LAWS

The by-laws of the club may be repealed, amended or added to by the affirmative vote of three-fourths of the members present at any general meeting, provided that notice of motion has been given at the previous monthly meeting, or sent in writing to all members at least ten days before the meeting.

