



FMARC By-Laws

Approved & Effective - September 30, 2025

ARTICLE I (1) – ELECTIONS

Section 1-

At the general meeting in September, the President shall appoint an Election committee of three (3) to five (5) members, to present the membership a slate of candidates for the ensuing year. No present Officer shall be included on this committee. The Election committee will present all candidates to the membership for consideration.

Section 2-

The Election committee will:

- **Submit at least one name for each office.**
- **Present the slate of candidates at the October meeting. Open the floor for nominations in the October and November meeting.**
- **Conduct the election, using a secret ballot when there is more than one candidate for any office.**
- **Be dismissed at the conclusion of the election.**

Section 3-

A simple majority vote of full members present at the November general meeting shall determine the election of officers and directors from the slate of candidates.

Section 4-

Newly elected board members shall take office at the conclusion of the annual December general membership meeting.

Section 5-

Board members may be censured or removed from office for any reason by a 2/3rd vote of members present at any general meeting.

Section 6-

The President and Vice President shall not serve more than two (2) consecutive terms in the same position.

ARTICLE II (2) – MEETINGS

Section 1-

FMARC general or “Regular” meetings will be held on the last Tuesday of each month. The President may call a special meeting when necessary, after notification of the membership.

Section 2-

The annual general membership meeting of the FMARC shall be held in the month of December of each year at a location, date, and time designated by the Board of Directors. The December meeting will be for the purpose of installing new officers and will include brief annual reports from the officers and directors.

Section 3-

Notice of all general, special, and board meetings will be made by written notice to the membership. Such notice may be communicated by e-mail, mail, or any form of electronic communication or transmission. Posting notice of such meetings in the FMARC Newsletter (“The Modulator”) that is distributed to the membership by email shall satisfy the notification requirements of this section. An emergency meeting may be called without notification of the membership in the case of exigent circumstances, or during a declared emergency declared by the federal, state, or local government. Notification may be given orally, in writing, or through electronic communication and the meeting may be conducted by any means necessary including over radio. The board shall notify the

membership of such meeting within a reasonable timeframe based on circumstances.

Section 4-

The general monthly membership meetings of the FMARC shall be primarily technical or informative and cover FMARC business requiring membership attention and/or approval.

Section 5-

A quorum as defined in Article VI, Section 4 and 5 of the Constitution, shall be required to hold and conduct a general membership or board meeting. A quorum, once established, shall not be broken by withdrawal of members from the meeting.

Section 6-

The President shall have the authority to cancel or postpone a regularly scheduled meeting in case of emergency, holiday, or unavailability of meeting place.

Section 7-

Special meetings of the FMARC may be called by the Board of Directors to discuss and transact specific and/or imperative business where a decision from the membership is required.

Section 8-

FMARC Board of Directors meetings will be held on the second Tuesday of each month, or called by the President as necessary, with notice communicated to the membership consistent with the methods defined in Section 3 of this article. All Board meetings are open to all full members, however, only the Board of Directors will have voting privileges.

An Emergency Board meeting may be called without notification of the membership in the case of exigent circumstances, or during a declared emergency declared by the federal, state, or local government. Notification may be given orally, in writing, or through electronic communication and the meeting may be conducted by any means necessary including over radio. The board shall notify the membership of such meeting within a reasonable timeframe based on circumstances. The board may go into a private session to discuss legal matters subject to attorney/client privilege, disciplinary matters involving members, or employee compensation.

Section 9-

A quorum at Board meetings shall consist of a simple majority of the Board of Directors. Unless otherwise specifically provided in the By-Laws, the action of the Board of Directors shall be determined by a simple majority vote of the Board members present.

Section 10-

Weekly on-the-air nets may be held on any club repeater, at the discretion of the FMARC officers. The President shall nominate the MOTA coordinator and committee chairs to the board for majority approval by the Board members present at any noticed meeting. The President may temporarily fill a MOTA or committee chair position by appointment for up to 60 days.

ARTICLE III (3) – DUES

Section 1-

Annual dues will be established by the Board of Directors, subject to

approval by a simple majority vote of the full membership who are present at the September General Meeting.

Section 2-

Dues shall be due and payable on January 1st of each year. Non-payment of dues by January 1st shall cause members to lose voting privileges and will be suspended from the roster until dues are paid. If any dues are not received by March 1st in any year, the member shall be removed from the membership roster.

Section 3-

Any new member joining the club shall pay full annual dues except those who join after July 1st at which time, 50% of the dues shall apply. However, persons joining after November 1st shall pay full dues which will apply until December 31st of the following year. “New member” is defined as someone who was not previously a member of FMARC.

Section 4-

The fiscal year for FMARC is the calendar year.

Section 5-Non-current members may be reinstated to active membership by paying the current full year’s dues. No member who has been disciplined by the Board shall be entitled to reinstatement in this manner. Disciplined members may re-apply for membership and membership will be granted at the discretion of the board.

Section 6-

Any newly-licensed ham who joins the FMARC will receive a complimentary membership for the balance of that calendar year. Any ham newly-licensed, on or after September 1, will have their complimentary membership valid through the following year. “Newly licensed” shall be defined as an amateur operator who has successfully tested in an FCC license exam session conducted by a VE team sponsored

by the club, and who did not hold a valid amateur radio license at the time of such testing.

Section 7-

Dues for any person under 17 years of age will pay half (1/2) annual dues.

ARTICLE IV (4) – EXECUTIVE BOARD

Section 1-

The affairs of the association shall be administered by a Board of Directors consisting of seven (7) full members or licensed family members as defined by the Constitution, all of whom shall be elected by the membership except as hereinafter provided. The Board shall consist of:

- President
- Vice President
- Secretary
- Treasurer
- Immediate Past President
- Two (2) Directors

Section 2-

All members of the Board of Directors must hold a valid Amateur Radio license, be 18 years of age or older, be full or family members in good standing, and have been voting members for at least one year preceding election or appointment to the Board. There shall be no maximum age limit established.

Section 3-

Members of the Board of Directors shall have a term of office from the annual meeting at which they were installed until the following annual meeting. The two directors elected at large shall serve a term of two years each and shall be so elected that their terms of office do not coincide (i.e., one of the first two elected after adoption of the Bylaws will be elected for

a term of one year and the other for a term of two years.) No decrease in the number of directors shall shorten the term of any incumbent director.

Section 4-

If the full complement of four officers and two directors is not voted into office at the November meeting, and there exists a vacancy or vacancies on the Board of Directors during the normal term of office, they shall fill the vacancy or vacancies by a simple majority vote of the members of the Board of Directors present at a general or special Board meeting within thirty (30) days.

Section 5-

An officer or director may resign at any time by delivering written notice to the Board of Directors or to the President. A resignation is effective when notice is delivered unless the notice specifies a later date. The Board may fill the pending vacancy before the effective date of the resignation if the Board of Directors provides that the successor does not take office until the effective date.

Section 6-

Each member of the Board of Directors shall be entitled to one vote at Board meetings.

Section 7-

If deemed necessary by the President or any other two officers acting in the absence of the President, a Board meeting may be conducted by any mode of electronic communication or via the U.S. mail.

Section 8-

The Board of Directors shall be responsible for:

- Approve membership levels and classes
- Select club the callsign trustee

- **Maintaining ARRL affiliation**
- **Designating an appropriately licensed member as Club Licensee**
- **Planning and providing policy recommendations to the membership for approval and/or implementation**
- **Protecting the assets of FMARC**
- **Maintaining inventories of all FMARC equipment**
- **Assuring liability and equipment insurance coverage (if applicable)**
- **Assuring the installation and operation of FMARC equipment complies with the rules and regulations of the FCC**
- **Examining and accepting equipment donated to FMARC**
- **Control club property**
- **Planning and maintenance of the repeaters**
- **Recommend modification of Bylaws to membership**
- **Suspend, censure, or expel members for cause**

ARTICLE V (5) – DUTIES OF OFFICERS AND DIRECTORS

Section 1-

Duties of the President shall include, but not be limited:

- **To call and preside at Board, general, and special meetings**
- **Provide FMARC leadership and guidance**
- **Nominate committee chairs to the board for approval**

Establishment of committees for special interests as deemed advisable.

These activities may include, but shall not be limited to:

- **FMARC Newsletter (The Modulator)**
- **Emergency Preparedness**
- **Technical Programs**
- **Education**
- **Public Relations**

- Interference
- Field Day
- Repeater Committee
- Ad Hoc Committees

Section 2-

The duty of the Vice President shall include, but not be limited to presiding over meetings in the absence of the President and to assist the President in the performance of his duties.

Section 3-

The duty of the Secretary shall include, but not be limited to: •

- Keeping all FMARC records
- Initiating notices of all FMARC meetings
- Recording the minutes of all meetings
- Reporting to the membership of the FMARC all decisions and actions of the Board of Directors as recorded in the minutes of such meetings
- Handling all correspondence pertaining to FMARC matters, and to retaining copies of correspondence

Upon retirement from office, the Secretary shall transfer to the successor, or the President, all minutes, FMARC records, supplies, and other FMARC property in his/her possession.

Section 4-

The duty of the Treasurer shall include, but not be limited to:

- maintaining accounts of record and
- report monthly to the Board of Directors any income, expenditures, and bank balances.

- The Treasurer will present the annual budget and dues recommendation at the October Board meeting and general meeting.
- Present the budget to the membership at the November members' meeting for a vote.

Approval of the budget requires a majority vote of eligible voting members present at the meeting. Upon retirement from office, the Treasurer shall transfer to the successor or the President all account books, financial records, and other FMARC property in his/her possession.

Section 5-

The duty of the Directors, in conjunction with the officers, shall include, but not be limited:

- Develop FMARC policies
- Pass all issues concerning the welfare of the FMARC to the membership
- Implement motions passed by the general membership
- Serve as committee chairpersons when requested to do so by the President.

Section 6-

It shall be the duty of the immediate Past President to provide continuity and guidance to the Board of Directors as a member of such board, and to preside at general monthly membership meetings of the FMARC in the absence of both the President and Vice President.

ARTICLE VI (6) – FINANCES

Section 1-

The Treasurer shall deposit all funds of the FMARC in a manner to be approved by the Board of Directors.

Section 2-

The President, Treasurer, one (1) other board member, and if necessary

one (1) designee from the general membership selected by the Board shall be authorized to sign checks in payment of debts of the FMARC.

Section 3-

Expenditures of club funds will need approval as follows:

- **Expenditures of less than \$100 may be made by any board member.**
- **Expenditures of \$100 and less than \$250 must have approval of any three (3) board members.**
- **Expenditures of \$250 and less than \$500 must have approval the approval of a simple majority of the Board of Directors.**
- **Expenditures \$500 or more must have the approval of a simple majority of full members present at a duly held meeting of the FMARC.**

ARTICLE VII (7) – ORDER OF BUSINESS

Section 1-

The presiding officer of any FMARC meeting shall set the Order of Business at their discretion.

Section 2- Unless specifically provided for elsewhere in these bylaws, “Robert’s Rules of Order” shall govern all parliamentary procedures for all FMARC meetings.

ARTICLE VIII (8) – DISCIPLINE

The FMARC reserves the right to discipline any member who engages in misconduct that involves illegal activity or behavior that is detrimental to the activities of the club. Disciplinary action may involve termination of membership, censure, probation, or other actions deemed necessary by the Board. Discipline of an FMARC member will proceed in the following manner:

- **The Board of Directors shall review the proposed discipline of a member.**

- **The Secretary shall notify the affected Member(s) by traceable means at least fourteen (14) days in advance of the next Board meeting, at which time a vote of the board will be taken.**

Article IX (9) – Conflict of Interest Policy

The Board of Directors shall publish and maintain a Conflict of Interest policy consistent with the Constitution, By-Laws, and other applicable governance.

Article X (10) – Dissolution

The FMARC may be dissolved only upon adoption of a plan of dissolution and distribution of assets by the Board that is consistent with the Certificate of Incorporation and with State law.