

BYLAWS

OFFICERS:

All officers of the group shall be full or family members and must hold a valid amateur radio license. Should an officer choose to have an assistant, that assistant shall not have officer voting privileges.

President - it shall be the power/privilege of the President to make such committee appointments as are necessary to carry out the business and basic purposes of the group.

Vice President - he/she shall preside at any meeting from which the president is absent. The Vice President shall be the chairperson of the Membership Committee.

Public Information Officer - he/she shall, in addition to the duties outlined in the Constitution.

Administrative Officer - it shall be the duty of the Administrative Officer to keep the original copies of the constitution and by-laws and have the same with him/her at every meeting. He/she shall cause all amendments, changes and additions to be noted thereon and shall permit the same to be consulted by members upon request.

Treasurer - it shall be the duty of the Treasurer to receive all moneys and, in cooperation with the group's Administrative Officer, notify the membership when their dues are due and handle all other financial matters affecting the group not specifically covered in the constitution. Expenditures that exceed \$300 must be voted on by the membership. Amounts under \$300 the Executive Board can approve. There will be minimum of (3) signatures on the bank account. Two (2) signatures will be required for all checks. The primary signatories on the checking account will be the Treasurer, Administrative Officer, and President.

Public Service Liaison Officer - it shall be the duty of the Public Service Liaison Officer to coordinate all communications with ARES, RACES and all civil, governmental, or charitable organization so requesting such communications/assistance from group members or other volunteers. He/she will establish written policies and procedures regarding the above organization interactions. The public service liaison officer will perform such duties as directed by the Executive Board and have voting membership within the Executive Board.

The Training and Exercise Officer shall be responsible for maintenance of all of the member's certifications, licenses and training as it pertains to the group's

activities. He/she shall also be responsible for planning and coordinating all simulated emergency tests, drills, and group exercises.

MEMBERSHIP:

Full Membership - shall be open to all persons promoting an interest in amateur radio emergency service and desiring to further their interest by participation therein. Full members must possess a valid and current amateur radio license. Application for membership may be submitted at any regular group meeting or to the groups designated address. Membership status will be confirmed upon the new member attending one of the Pinal County Emergency Communications Group monthly meetings. Special consideration will be considered on a case-by-case basis and decided upon by the officers.

Family Membership - shall be open to those members of the immediate and dependent family living with a full member. Only family members holding a valid amateur radio license shall be eligible to hold office.

Patron Membership - shall be granted to any persons or organization(s) not defined as a full or family member, who wishes to support the group, and includes all group privileges except the right to vote and/or hold group office.

Removal of a Member - any member may be removed from the group for: a) conduct deemed unacceptable to the group, b) conduct deemed unacceptable to amateur radio practice. Termination shall be at the discretion of the Executive Board. The terminated member has sixty (60) days to appeal the Executive Board's decision to the general membership. Board members may hold closed session meetings for personnel matters.

DUES:

Dues shall be \$20.00 per year for each Full Member. For Family membership, dues shall be \$10.00 per year per person as defined in Family Membership. There will be no dues for Patron Membership. Membership cards, properly signed, shall be given to all members each year and shall serve as a receipt for all dues paid. The ARRL District Emergency Coordinator issues all ARES ID cards. The County of Pinal issues all official Volunteer identification and approves all RACES designations.

MEETINGS:

Meetings shall be held at a time and place designated by the Executive Board. A minimum of nine (9) business meetings shall occur during the group's calendar year. All business pertaining to the group shall be handled at this time. The President shall have the power to call special meetings in the event of an emergency affecting the group and/or its members. Notification of a special

meeting shall be by the most expedient means available at the time, telephone, radio, mail, or e-mail.

COMMITTEES:

Nominating Committee - the President shall appoint a member not holding a position on the Executive Board to serve as Chairman of the Nominating Committee three (3) months prior to the annual election of officers. The Nominating Committee shall evaluate all members training (3) months prior to the annual election of officers. The Training/Exercise Officer shall provide the Nominating Committee with these records three (3) months prior to the elections.

The Executive Board shall determine the needs of the group and establish other committees as needed.

PINAL COUNTY EMERGENCY COMMUNICATIONS GROUP

CONSTITUTION

Preamble

We, the Membership of the PINAL COUNTY EMERGENCY COMMUNICATIONS GROUP, desiring to secure for ourselves the pleasures and benefits of the association of persons commonly interested in emergency communications, constitute ourselves the Pinal County Emergency Communications Group, and enact this constitution as the governing law. It shall be our purpose to further the exchange of information and cooperation between members, to promote goodwill in our community, excellence and advancement of emergency communications by its members, to assist members and prospective amateurs in achieving fraternalism and high standards of conduct, to conduct group programs and activities in such a manner as to advance the general interest and welfare of amateur radio emergency communications in the community and support the public safety when called upon to do so.

Article I

MEMBERSHIP:

Membership shall be open to all persons interested in amateur radio. Class of membership shall be Full, Family, or Patron, as detailed in the Pinal County Emergency Communications Bylaws.

Article II

OFFICERS:

SECTION 1 - The officers of this group shall be President, Vice President, Administrative Officer, Treasurer, Public Information Officer, The Public Service Liaison Officer, Trustee, and Training and Exercise Officer. They shall perform such duties as are set forth in the constitution and the by-laws. Any duly elected officer, with the exception of the President and Vice President may hold more than one office.

SECTION 2 - The officers of this group shall be elected for a term of one year, by ballot of the members present provided there be a quorum, at the first meeting in November, with the new officers assuming their duties the first meeting of the following January. All voting shall be by secret ballot or, upon vote of the

membership, by acclamation. Candidates for office may be nominated from the floor at any time during the meeting prior to the balloting.

SECTION 3 - Elected officers may succeed themselves indefinitely.

SECTION 4 - Vacancies occurring between elections must be filled by special elections at the first regular meeting following the withdrawal or resignation of the officer. The exception shall be the office of the President, which will automatically be filled by the Vice President, who shall be eligible for election to the Presidency at the next regular election meeting.

SECTION 5 - Officers may be removed by a three fourths majority vote of those present and voting at any regularly scheduled meeting at which a voting quorum is present provided that a motion for removal of an officer was made at least one month before the date at which the removal vote will occur.

SECTION 6 - The Executive Board shall consist of all elected officers of the group. The Executive Board will also serve as the Board of Directors of the Corporation.

SECTION 7 – The PINAL COUNTY EMERGENCY COMMUNICATIONS GROUP’S Constitution and By-laws shall be the governing documents of the PINAL COUNTY EMERGENCY COMMUNICATIONS GROUP.

Article III

VOTING:

SECTION 1 - One fifth (1/5) of the paid up membership shall constitute a quorum for the conduct of business at any regularly scheduled general membership meeting. The quorum for a Board Member meeting shall be the majority of board members.

SECTION 2 - All board meetings shall be open to all members, but only Board Members may have voting privileges. Board members may hold closed session meetings for personnel matters.

Article IV

DUTIES OF THE OFFICERS:

SECTION 1 - The President shall preside at all meetings of the group and conduct the same according to the rules adopted herein, appoint committees, and perform all other customary duties pertaining to the Office of President. He/she may appoint a person to act as Parliamentarian to decide all questions of order in the conduct of group meetings.

SECTION 2 - The Vice President shall assume all the duties of the President in the absence of the latter and in the event of a vacancy occurring in the office of the President he/she shall fulfill the remaining term of the office of President. The Vice President shall also perform other duties assigned by the President.

SECTION 3 - The Public Information Officer shall serve as the public relations officer for the group, maintain close liaison with the media, other area amateur radio groups, the ARRL and local government officials. He/she shall perform such other duties as directed by the President and group by-laws.

SECTION 4 - The Administrative Officer shall keep a record of the proceedings of all meetings, keep a roll of members, report to the group new members, full, family, and patrons, carry on all correspondence, read communications at each meeting and such other duties as directed by the President and group by-laws. She/he will preside at any meeting in which the President and Vice President are absent. He/she will be the keeper of the corporate seal and at the expiration of his/her term of office turn over all items and properties belonging to the group to his/her successor.

SECTION 5 - The Treasurer shall receive and receipt for all moneys paid to the group and shall keep an accurate account of all moneys received and expended and avail all records for audit. He/she shall pay no bills without proper authorization by the group or its officers. He/she will report at each regular meeting to the membership the current financial status of the group to include all moneys received or paid out. He/she will perform such other duties as directed by the President and group by-laws. He/she shall upon the expiration of his/her term of office turn over all items and properties belonging to the group to his/her successor. The Audit Committee shall audit the financial records once per year one (1) month prior to regular general elections or if the Treasurer leaves office.

SECTION 6 - The Public Service Liaison Officer shall coordinate all public events. He/she will serve as coordinator with the group members regarding ARES, RACES (in coordination with the RACES Radio Officer and ARRL DEC) and all civil, governmental, and charitable organizations.

The Public Service Liaison Officer will maintain inventory of properties that such organization(s) shall avail for use by group members /volunteers in the performance of acts of assistance. The Public Service Liaison Officer shall, upon expiration of his/her term of office, turn over all items and properties belonging to the group to his/her successor.

SECTION 7 - The Training and Exercise Officer shall be responsible for maintenance of all of the member's certifications, licenses and training as it pertains to the group's activities. He/she shall also plan and coordinate all simulated emergency tests, drills, and group exercises. The Training/Exercise

Officer shall provide the Nominating Committee with the member qualifications three (3) months prior to the elections.

Article V

PURPOSE (S):

SECTION 1 - To establish and effect an association of members interested in the furtherance of Amateur Radio Emergency Service (ARES) and the Radio Amateur Civil Emergency Services (RACES) in the United States and the State of Arizona, to band with related or non related civic or fraternal organizations with like or similar interests; to further educate members and others regarding the use of Amateur Radio Emergency Service for communication in times of emergency, declared or undeclared; to provide through it's membership a dedicated number of Amateur Radio operators for the dissemination and communication of both official and unofficial information in the public interest, when determined desirable by group officers or when called upon by any official agency of the City, County, State or Government of the United States of America.

SECTION 2 - To raise money, funds and valuable services for the furtherance of activities of the group; To provide qualified members of the PINAL COUNTY EMERGENCY COMMUNICATIONS GROUP to conduct educational seminars or classes, individually or in association with other organizations with like intention and purpose, for the teaching and education of anyone interested in Amateur Radio Emergency Service, Technician Radio Operators and upgrading such licenses to more advanced levels of skill, providing potential members for the group or the general benefit and knowledge of both members and interested individuals. To provide a forum for research, education, exchange of ideas, experimentation and scientific purpose, for all who have an interest or seek such knowledge.

SECTION 3 - To do all and everything necessary, suitable, and proper for the accomplishment of any of the purposes or attainment of any of the objects heretofore set out or mentioned herein, either alone or in association with other individuals, businesses, corporations, partnerships, including but not limited to, the County, State, Federal, Municipal bodies and all agencies or subdivisions of each of the forgoing; and in general, to do and perform such things and acts and to transact such business in connection with the forgoing objects and purposes not inconsistent with the general laws of the land or the objects and aims of the PINAL COUNTY EMERGENCY COMMUNICATIONS GROUP.

SECTION 4 - Upon the dissolution of the corporation, the board of trustees shall, after paying or making provisions for payment of all of the liabilities of the corporation, dispose of all of the assets of the corporation exclusively for the

purpose of the corporation in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, literary or scientific purpose as shall at the time qualify as an exempt organization or organizations under SECTION 501 (c) (3) of the Internal Revenue Code of 1954, or the corresponding provision of any future Internal Revenue Law, as the board of directors shall determine, or such sums may be disposed of as otherwise provided by the laws of the State of Arizona.

Article VI

LIMITATION OF LIABILITY:

The officers, directors, and members of the Corporation shall not be liable for its corporate debts.

Article VII

ACTIVITIES TO BE LAWFUL:

To engage in any lawful act or activity for which the Corporation may be organized as a non-profit corporation under the laws of the State of Arizona.

MEETINGS:

The by-laws shall provide for regular and special meetings. At meetings a minimum of one-fifth (1/5) of the paid up membership shall constitute a quorum for the transaction of business.

DUES:

The group, by the majority vote of those present at any regular meeting, may levy upon the general membership such dues and assessments as shall be deemed necessary for the business of the organization within its objects as set forth in the Preamble. Non-payment of such dues and/or assessment may be cause for dismissal from the group at the discretion of the membership.

Article X

AMENDMENTS:

This Constitution, the By-laws, and the Standard Operating Procedures, may be amended by a two-thirds vote of the members in good standing present at a regularly scheduled monthly meeting. Proposals for amendments shall be voted on at the next following regular meeting, provided all members have been previously notified by mail, email, or publication in the group newsletter of the intent to amend the Constitution, By-laws, or the Standard Operating Procedures, at said meeting.

*Article XI***RULES:**

Robert's' Rules of Order shall govern proceedings.