

**By-Laws  
of the  
Winona Amateur Radio Club, Inc.**

**March 18, 2010**

**SECTION 1**

**Meetings**

Meetings of the club shall consist of regular monthly programs and activities, Semi-Annual business meetings, and special meetings. Semi-Annual meetings, which may also include a program, shall be held in May and November of each year. Regular monthly programs shall be held at a regular day and time determined annually by the Executive Board. Special meetings of the membership may be called by the President upon receipt of a written request signed by five members of the club, and for this purpose, the President may also sign such a request. Notices of special meetings of the membership shall be sent by USPS mail and shall be postmarked at least 5 days prior to the scheduled meeting.

**SECTION 2**

**Dues**

The WARC is a non-profit corporation in the State of Minnesota and derives its operating funds entirely from member dues, donations or grants, and special fund raising activities.

Annual club dues are \$25.00 and are payable in December of each year for the following calendar year. Dues for first-time members who join the club on or after March are \$ 2.00 per month through and including the following December. Dues are for individual memberships except that two or more related members living at the same address need make only a single dues payment of \$30.00 per year. In this case, the name of each family member must be specified at the time of payment.

Annual dues for Elementary through High School students whose parents are not club members shall be \$5.00 until they finish High School or turn 18 years of age.

**SECTION 3**

**Standing Committees**

Standing committees of the Executive Board assist the board in carrying out its duties as defined in the Constitution. Board members are expected to participate in one or more standing committees. Standing committee memberships shall be established by the board in January.

Standing committees are expected to meet monthly in person or via email listserves and to submit written monthly reports to the board Secretary.

All board standing committees will have a minimum of three members. All standing board committees will provide a proposed annual budget to the incoming Executive Board in January.

The board standing committees are as follows:

**Program Committee:** The Program Committee is chaired by the Vice President and shall consist of persons from appropriate interest areas.

**Voice Repeater Committee:** The voice repeater committee is responsible for maintaining all FM analog voice repeater equipment owned by the club. The Voice Repeater Committee will make recommendations to the board regarding maintenance and update or replacement issues.

**Digital Systems Committee:** The Digital Systems Committee is responsible for maintaining all digital equipment, including digital voice and data, owned by the club. The Digital Systems Committee will make recommendations to the board regarding maintenance and update or replacement issues.

**Operating Activities Committee:** The Operating Activities Committee seeks input from the club membership regarding operating activities that can be sponsored by the club. The ARRL Field Day Chair shall be a member of this committee. The Station Custodian shall be a member of this committee.

The committee shall plan and carry out activities that have been approved by the board.

Operating Activities may include, but are not limited to the following:

- ? Annual ARRL Field Day club participation
- ? Official club station entries into other radiosport activities
- ? Special event stations

The Operating Activities Committee will make recommendations to the board regarding operating activities to be sponsored by the club.

**Public Service Communications Committee:** The Public Service Communications Committee will be the liaison between Public Service agencies and the club. This committee seeks input from other community groups and individuals and makes recommendations to the board regarding activities pertaining to public service provided by the club. The Station Custodian shall be a member of this committee.

- ? SKYWARN activation callouts
- ? Emergency communications services
- ? Public service communications services

**Education and Outreach Committee:** The Education and Outreach Committee is responsible for; planning and conducting amateur radio license classes at least annually; conducting VEC sessions at least annually; and establishing relationships with local

education agencies in order to provide resources for the study of science and social studies.

This committee shall work with other board committees to ensure that appropriate news and information releases regarding club activities are provided to local media outlets.

**Winona Amateur Radio Club, Inc.**  
**Constitution Change Record**

**April 1998:** Changed Section 2 of the By-Laws to reflect the change of meeting day to the Third Thursday of each month.

**October 1998:** Changed the wording of Section 3 of the By-Laws to more clearly state that repeater assessments for family memberships are \$20.00/month.

**February 2010:** Multiple changes including role of Executive Board in conducting business of the club, selection of officers from the Executive Board, and quorum.