

Dominion DX Group

Constitution

Preamble:

We, the undersigned, wishing to secure for ourselves the pleasures and benefits of an association of persons commonly interested in Amateur Radio, constitute ourselves the **Dominion DX Group**, hereinafter referred to as 'the club', and enact this constitution as our governing law. It shall be our purpose to further the exchange of information and cooperation between members, to promote radio knowledge, fraternalism and individual operating efficiency, and to so conduct club programs and activities as to advance the general interest and preserve the traditions and future of Amateur Radio.

Membership: Article I

All holders of U.S. Amateur General class licenses, or above, or foreign nationals operating in the United States under an equivalent reciprocal license, interested in Amateur Radio communications, shall be eligible for membership. Membership shall be by application and election upon such terms as the club shall provide in its By-Laws.

Officers: Article II

- Sec. 1. The officers of this club shall be President, Vice-President, Secretary and Treasurer, as necessary. The offices of Secretary and Treasurer may be combined.
- Sec. 2. The officers of this club shall be elected for a term of one year by ballot of the members present at the annual meeting, provided there be a quorum.
- Sec. 3. Vacancies occurring between elections must be filled by special elections at the first regular meeting following the withdrawal or resignation of the officer.
- Sec. 4. Officers may be removed by a three-fourths vote of the membership.

Duties of Officers: Article III

- Sec. 1. The President shall preside at all meetings, and conduct them according to the rules adopted. He/she shall enforce due observance of this Constitution and By-Laws; decide all questions of order; sign all official documents adopted by the club, and perform all other duties pertaining to the office of President.

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- Sec. 2. The Vice-President shall assume all the duties of the President in his/her absence. In addition, the Vice-President shall organize club activities, plan and recommend contests for operating benefits, and advance club interest and activity as approved by the club.

The Vice-President shall maintain close liaison with the ARRL Section Emergency Coordinator to further club participation in the Amateur Radio Emergency Service.

- Sec. 3. The Secretary shall keep a record of the proceedings of all meetings, keep a roll of members, submit membership applications, maintain ARRL club affiliation, carry on all correspondence, read communications at each meeting, and communicate meeting notices to each member. At the expiration of the Secretary's term he/she shall turn over all items belonging to the club to the successor.

- Sec. 4. The Treasurer shall receive and receipt for all monies paid to the club; keep an accurate account of all monies received and expended; pay no bills without proper authorization by the club or its officers constituting a board. At the end of each quarter the Treasurer shall submit an itemized statement of disbursements and receipts. At the end of the term he/she shall turn over everything in his/her possession belonging to the club to the successor.

An audit shall be conducted annually, and within 45 days of the end of any term resulting from resignation or removal.

Mission Statement: Article IV

The mission of the Dominion DX Group shall be to ensure the future viability of amateur radio by teaching radio history and the radio art, encouraging experimentation with new radio technologies, and maintaining high standards for its members.

Further, the Dominion DX Group embraces the Amateur's Code, hereby incorporating it into its constitution.

The Amateur's Code

The Radio Amateur is

CONSIDERATE...never knowingly operates in such a way as to lessen the pleasure of others.

LOYAL...offers loyalty, encouragement and support to other amateurs, local clubs, and the American Radio Relay League, through which Amateur Radio in the United States is represented nationally and internationally.

PROGRESSIVE...with knowledge abreast of science, a well-built and efficient station and operation above reproach.

FRIENDLY...slow and patient operating when requested; friendly advice and counsel to the beginner; kindly assistance, cooperation and consideration for the interests of others. These are the hallmarks of the amateur spirit.

BALANCED...radio is an avocation, never interfering with duties owed to family, job, school or community.

PATRIOTIC...station and skill always ready for service to country and community.

--The original Amateur's Code was written by Paul M. Segal, W9EEA, in 1928.

Meetings: Article V

The By-Laws shall provide for regular and special meetings. At meetings, a minimum of fifty-one percent (51%) of the voting membership shall constitute a quorum for the transaction of business.

Dues: Article VI

The club, by majority vote of those present at any regular meeting, may levy upon the general membership such dues or assessments as shall be deemed necessary for the business of the organization. Non-payment of such dues or assessments shall be cause for expulsion from the club, within the discretion of the membership.

Membership Assistance: Article VII

The club, through designated resources, will provide technical advice to members concerning equipment design and operation to assist in frequency observance, clean

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signals, uniform practice, and absence of spurious radiation from club member-stations. The club shall also maintain a program to foster and guide public relations.

Amendments: Article VIII

This Constitution or By-Laws may be amended by a two-thirds vote of the membership. Proposals for amendments shall be submitted in writing at a regular meeting and shall be delivered to all voting members immediately afterward, including ballot questions. Members may then vote electronically or in person by the next following regular meeting, provided all members have been formally notified of the intent to amend the constitution and/or By-Laws at said meeting.

Proceedings: Article IX

Robert's Rules of Order shall govern proceedings.

By-Laws:

1. Secretary. It shall be the duty of the Secretary to keep the constitution and By-Laws of the club and have the same with him/her at every meeting. The Secretary shall note all amendments, changes and additions on the constitution and shall permit it to be consulted by members upon request.
2. Membership Classes and Criteria

The classes of membership shall be full, associate, affiliate and life.

A. Full membership is open to any amateur radio licensees who:

1. Are current members of the ARRL.
2. Have worked 25 or more DX entities via any HF mode, radio-to-radio, using their own call sign.
3. Agree to further the goals and mission of the club.
4. Have a record of compliance with FCC rules and observation of "good amateur practice."
5. Are voted into membership by at least 2/3 of the voting members as defined by the membership procedures.

Full membership includes all club privileges as well as rights to hold a club office and vote.

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B. Associate membership is open to licensed radio amateurs of any class who:

- i. Are current members of the ARRL.
- ii. Agree to further the goals and mission of the club.
- iii. Have a record of compliance with FCC rules and observation of "good amateur practice."
- iv. Are voted into membership by at least 2/3 of the voting members as defined by the membership procedures.

Associate membership shall be for a period of six months and shall terminate automatically. Under unusual circumstances associate membership may be renewed for an additional period at the discretion of the president. Associate membership includes all club privileges except for the right to hold office and vote.

The primary purpose of associate membership shall be to give prospective full members the opportunity to evaluate the club without full commitment and to establish the candidate's compatibility with the club's mission.

Full or associate memberships may be revoked upon the ballot vote of at least three-quarters (3/4) of the voting members present at a regular meeting.

C. Affiliate membership is open to the following:

1. Licensed radio amateurs of any class who meet all of the following criteria:
 - a. Are current members of the ARRL.
 - b. Agree to further the goals and mission of the club.
 - c. Have a record of compliance with FCC rules and observation of "good amateur practice."
 - d. Who, because of their geographical location, are unable to actively participate in and support club functions.
 - e. Are voted into membership by at least 2/3 of the voting members as defined by the membership procedures.

Miscellaneous

- a. Affiliate membership status by amateur radio licensees is not designed as part of the full membership process.
- b. Affiliate members may not vote or hold office.
- c. Full members in good standing who relocate away from the area and are no longer able to actively participate in club activities may be granted affiliate membership status.

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- d. Affiliate membership shall be in accordance with any club membership procedures in place and candidates shall submit a one-time fee of \$10 with any application required.
- e. Full members who become eligible for affiliate membership may request such by written request to the president. Upon finding that the member meets the criteria, the membership status shall be changed and no fee is required.
- f. Such members, formerly full members in good standing, who later return to the area, may request in writing to revert to full membership status. However, such return shall require a vote.

2. Non-amateur radio licensees who meet any of the following criteria:

- a. Have a special relationship or history with the club.
- b. Support the goals and mission of the club and amateur radio in general.
- c. Have given consistent, tangible support to further the mission of the club.

Miscellaneous

- a. Affiliate members may not vote or hold office.
- b. Non-amateur affiliate membership is designed as a bestowed honor, with the membership process conducted absent the knowledge of the candidate. This membership is not designed to be part of the full membership process, but shall conform to any club membership procedures in place.
- c. Non-amateur affiliate members shall not be required to pay any fees or dues.
- d. Other forms of recognition of an individual's value to the club may be more appropriate in many instances.

D. Life Membership is available to full members who:

1. Have completed 25 years of continuous service as a full member.
 - a. Reach age 75 with 10 years of continuous service as a full member.
 - b. Reach age 80 with 5 years of continuous service as a full member.
 - c. Have special circumstances.

Miscellaneous –

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- a. Life membership status because of age or years of service shall be automatic.
- b. Life membership due to special circumstances shall require sponsorship and a vote in accordance with the membership guidelines, except that such nomination and vote shall exclude the nominee. Nominees confirmed due to special circumstances shall not be required to pay any fees or dues.

Full, associate, affiliate and life memberships may be revoked upon the ballot vote of three-quarters (3/4) of the voting members present at a regular meeting.

3. Meetings.

A. Regular Meetings - Regular meetings shall be held each calendar month as designated. All members, as well as visitors, may attend regular club meetings.

B. Special Meetings - The President, upon the written request of any five (5) or more voting club members, shall call special meetings. Members shall be notified concerning special meetings and the business to be transacted. Only such business as designated shall be transacted. Such notices shall be sent so they arrive not less than 24 hours before the meeting. All members may attend special club meetings. Every effort should be made to provide more than 7 days notice if the situation allows.

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C. Annual Meetings – Yearly, one regular or special meeting shall be designated an “annual meeting” for the purpose of election of club officers.

D. Board Meetings, Executive Sessions and Meetings of the Executive Board – Board meetings shall be held as needed and unless otherwise denoted, shall be open to attendance by all members. Non-Board Members may speak only at the discretion of the Board. At the request of any Board member a Board meeting may be declared closed to non-Board members, if such request is made 24 hours before the meeting convenes. Members invited to speak at Board meetings are restricted to speaking on the matters for which they are invited. The Board may go into Executive Session without prior notice, whether during a meeting or not. Executive Sessions and meetings of the Executive Committee shall not be open to any other members, but the minutes of such shall be recorded by the Secretary.

4. Dues - A regular annual dues assessment per full member may be levied in accordance with the provisions of Article VI of the constitution for the purpose of providing funds for expenses.

5. Definitions

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- A. Board - A Board of Directors shall consist of all officers and any others as designated by protocol.
 - B. Member in Good Standing – A member in good standing is a full member whose dues and ARRL membership is current and whose license to operate is not suspended.
 - C. Executive Committee – Shall consist of the president, vice-president, secretary and treasurer.
 - D. Executive Session – A meeting of the president, vice-president, secretary and treasurer and any elected directors.
6. Guidelines, Directives and Resolutions – The Secretary shall bring to all meetings the club’s Procedure Manual. The manual consists of all operating parameters, including, but not limited to: board resolutions, the establishment and duties of committees, and other items not otherwise warranting a change in the bylaws.
- A. Changes in procedures are the responsibility of the Board, however, suggested changes may be submitted by any member for consideration. Changes must be submitted to the President of the Board one week prior to the meeting date. The Board may defer approval of any change to the general membership.
 - B. Any protocol passed by fifty-one percent (51%) of the membership present at a meeting shall be signed by the club President and shall become part of the Protocol Manual until such time as it is rescinded.
7. Amendments to Constitution and By-Laws - The Secretary shall formally notify all members in good standing of the pending vote to amend, as required by the Constitution. Such formal notice and the ballot question shall be sent no later than three (3) weeks prior to the scheduled vote.
- A. Any full member in good standing who is unable to attend any meeting where a vote to amend the Constitution or By-Laws will take place may submit to the Secretary, the ballot question, with their vote clearly marked, either by mail or email.
 - B. Ballots not clearly marked will not be counted.
 - C. The Secretary shall maintain a list of those members voting via absentee ballot in order to ensure no ballots are given to those members should they attend the meeting.
 - D. The ballot count shall remain secret until all members have been given an opportunity to vote.
8. Disclosure – The minutes of all meetings and financial reports of the club shall be kept up to date on a timely basis and shall be available for inspection by any full member, given reasonable notice. The Constitution and By-Laws of the club and Procedural Manual

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shall be provided to all members, either electronically or in print at the discretion of the Secretary.

9. Elections

A. Nominating Committee – A nominating committee of at least two persons with a designated chairman shall be appointed and will be responsible for selecting candidates and counting ballots.

B. No Ballot Vote – No ballot vote is required for elected officers where there is only one candidate nominated for an office. However, any one member can cause a ballot vote by requesting such.