

BY-LAWS
PLAYGROUND AMATEUR RADIO CLUB

Fort Walton Beach Florida

November 1, 1986

(As amended November 15, 2001)

Sec. 1 – MEMBERSHIP. Applications for membership shall be submitted at a regular meeting. Applications must express a willingness to abide by the Constitution and By-Laws and such rules as may be promulgated by the Club. Unless a majority of the voting members present object to the applicants application, the application is deemed accepted and full membership privileges shall be awarded upon payment of the required dues and assessments. The new member shall be provided a copy of the Club Constitution, By-Laws, and rules upon membership.

Sec. 2 – MEETINGS. Regular meetings shall be held on the third Thursday of each calendar month at such places, as the President shall order. Special meetings may be called by the President upon written request by any five members of the Club. Written notices shall be sent to all members informing them of the special meetings and the business to be transacted.

Sec. 3 – DUES.

- a. A regular assessment of \$20.00 per voting member is hereby assessed in accordance with the provisions of Article V of the PARC Constitution for the purpose of providing funds for PARC expenses. The second licensed amateur radio operator residing in the same household and at the same address as a regular member is given full membership privileges for a dues assessment of \$10.00. Any additional licensed amateur radio operators within the same family, residing at the same address, are granted full membership privileges without assessment of additional dues.
- b. Club membership shall be yearly from 1 January to 31 December. New members shall pay a prorated portion of \$5.00 per quarter.

Sec. 4 – REPEATER PRIVILEGES. Procedures for the operation and use of the Club repeater(s) shall be developed by the Repeater Trustee(s) and the Engineering Committee and shall be subject to approval by the Executive Committee and acceptance by the membership of the Club.

Sec. 5 – VOTING PRIVILEGES. All paid up amateur members shall have the privileges of voting. A member shall be considered delinquent if dues are not paid by 1 April. Members absent from three or more meetings shall be dropped from the voting membership until attendance is resumed. Voting by mail shall be authorized only for changes to the Constitution and By-Laws.

Sec. 6 – SPECIAL FUNDS. Special funds such as Hamfest, Building and Repeater, shall be established as recommended by the Executive Committee and approved by the voting membership.

Sec.7 – FISCAL YEAR. The fiscal year of the Club shall commence on the first day of January and shall end on the last day of December.

Sec. 8 – AUDITS. The Executive Committee shall audit the books of the Club during the last month of the fiscal year and shall report the condition of the books at the first meeting of the fiscal year.

Sec. 9 – CLUB PROPERTY. All property shall be inventoried by the Club Station Trustee every six months. The inventories will take place in the months of July and Jan (To coincide with the term of office of the Club Officers) All Club property will be the responsibility of the Club Trustee. The Club Secretary, if appropriate, will keep a current list of property by item and serial numbers.

Sec. 10 – COMMITTEES. The President shall appoint such committees as desired. The following shall be established as a minimum:

- a. **EXECUTIVE COMMITTEE.** The Executive Committee shall be composed of the officers of the Club and the Chairman of the Engineering Committee. The Executive Committee shall be the governing body of the Club and shall perform all duties prescribed by these By-Laws.
- b. **ENGINEERING COMMITTEE.** The Engineering Committee shall oversee all planning, installation and maintenance of repeater and station equipment. This committee shall be responsible for the correct operation of the Playground Amateur Radio Club repeater(s) and club station equipment. The committee shall make recommendations to the Executive Committee whenever additional equipment is needed. The Repeater Trustee(s) are permanent members of the Engineering Committee.
- c. **HAMFEST COMMITTEE.** The President shall, at the first regular business meeting after having taken office, appoint a Hamfest Committee of not less than five members. This committee shall serve concurrently with the President.
 1. **DUTIES.** The Hamfest Committee shall organize, publicize, run, and report on the PARC Hamfest. They shall submit monthly reports either verbally or in writing at each regular business meeting of the Club. In addition, they shall submit a comprehensive written Final Report to the Club membership after the event but prior to the end of the fiscal year.
 2. **RESPONSIBILITIES.** The Hamfest Committee shall be responsible for authorizing the Treasurer to make disbursements from the Hamfest fund for the Hamfest expenses. They may not authorize expenditures in excess of the funds held within the Hamfest fund unless previous authorization is obtained from the Club membership. The Club membership shall then authorize expenditure limited for the main prizes, which the Hamfest

Committee may not exceed. The Hamfest Committee shall be responsible for the selection of the main prizes.

3. DELEGATION. The President may delegate such other duties and responsibilities related to the Hamfest as deemed necessary.
4. REMOVAL. The President or a simple majority of the voting membership may remove the Hamfest Committee or individual members.

Sec. 11 – DISBURSEMENTS. The Treasurer shall make all disbursements. With the exception of the Hamfest expenses, disbursements from the Hamfest fund at the direction of the Hamfest Committee, he shall have prior Club approval for all disbursements in excess of \$100.00. The Executive Committee may approve disbursement for emergency needs up to a limit of \$500.00 per item.

Sec. 12 – USE OF THE REPEATER/RADIO FACILITY. The Club repeater(s)/radio facility(s) are intended for the use of Club members and for emergency and public service use. Non-residents visiting the area and others during emergency situations may also use the Club repeater(s)/radio facility(s).

Sec. 13 – AVAILABILITY OF CLUB LICENSES. For the protection of the Club station licenses, all Club members will present to the Secretary an acceptable copy of their current amateur radio license.

Sec. 14 – AWARDS.

- a. HAM OF THE YEAR AWARD. An award in the form of an appropriate plaque, shall be given annually to the Club member that has made a significant contribution to Amateur Radio in the local community. Nominations will be submitted in writing to the President during the April business meeting. The Club members shall select by vote from the nominations.

Sec. 15 – DISPOSITION OF CLUB ASSETS. In the event that the Playground Amateur Radio Club ceases to exist (does not include a change of name), all club assets will be donated to the American Radio Relay League (ARRL) Foundation (unless voted on otherwise by the Club Membership) to be used for the purpose of awarding scholarships to deserving licensed amateur radio operators in the State of Florida.