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**Peak Radio Association  
Bylaws**

**SECTION 1 – CLUB OBJECTIVES**

The Peak Radio Association (the Club) encourages and supports the Amateur Radio Service by offering activities such as Field Day and providing a venue for Amateur Radio operators to share information and provide service and support for the community

**SECTION 2 – MEMBERSHIP**

(A) Persons expressing an interest in Amateur Radio shall be eligible for membership in the Peak Radio Association in the following categories:

(1) Regular Members shall hold a current, valid FCC Amateur Radio Operator’s License, be current on their Club dues obligations and be voted into the Club membership as specified in §2(C). Regular Members shall have voting rights under these bylaws.

(2) Associate Members are those who express an interest but are not licensed in the Amateur Radio Service. Associate Members are encouraged to attend meetings and participate in Club activities but do not hold voting rights and do not pay dues. Associate members are voted into Club membership as specified in §2(C).

(3) Honorary Members are people who the Club would like to single out for special recognition that may not be willing or able to be Associate or Regular Members. Honorary members shall have no voting rights nor pay any dues. The Board of Directors shall recommend an Honorary Member to the Membership by a simple majority of the Directors voting. The Membership shall ratify the appointment of an Honorary Member by a simple majority of the Membership voting at a regular Membership Meeting.

(B) Visitors and guests are encouraged to attend Membership Meetings and Club functions as observers.

(C) Regular and Associate Membership shall be by written application submitted by the applicant electronically, in person or via US Mail to the Club's current mailing address. Upon payment of the regular dues, the applicant

43 shall be accepted to the membership. There is no grace  
44 period as specified in 2(D) for new members.

45 (D) Members who become delinquent more than thirty-days in  
46 dues will be dropped from membership. To be reinstated, a  
47 dropped member must reapply for membership as specified in  
48 §2(C).

49 (E) A complaint against any member must be presented to  
50 the Board in writing. Upon such a complaint the Chair shall  
51 call a special meeting within thirty days to address the  
52 situation.

53 (F) Members can be removed from the Club for cause with  
54 a motion from the Board and a simple majority vote of the  
55 Membership.

56 **SECTION 3 – CLUB OFFICERS AND**  
57 **BOARD OF DIRECTORS**

58 (A) The Peak Radio Association Board of Directors shall  
59 have seven elected members, four Officers and three At  
60 Large Directors. These positions shall be elected from and  
61 by the voting Membership at the Annual Meeting or at  
62 other times as required.

63 (B) The four Officer positions are Chair, Treasurer,  
64 Secretary and Trustee.

65 (C) Directors may resign in writing to the Chair

66 (D) A Director may be recommended for removal from  
67 office by a simple majority vote of the remaining Directors.  
68 Membership shall then vote by a simple majority of voting  
69 members present to remove the Director.

70 (E) The Board of Directors shall meet as needed.

71 (F) Except in the case of Board of Directors meetings held  
72 in conjunction with Membership Meetings, there shall be  
73 at least a three calendar day notice to the Membership of  
74 any meeting of the Board of Directors.

75 **SECTION 4 – VOTING**

76 (A) The Association will refer to Robert's Rules of Order.

77 (B) Excluding the Chair, a quorum of four or more  
78 Directors shall be required to conduct official Club  
79 business. Excluding the Chair, the participating number of  
80 Directors must be even. The Chair only votes to break a tie.  
81 If an odd number of Directors, excluding the Chair, are  
82 present then one will be selected not to participate in  
83 Board actions.

84 (C) Except at the Annual Meeting and for membership  
85 votes, a motion must be proposed and seconded by a  
86 Director. A motion will be open for discussion and then put  
87 up for vote. The moving Director may propose to limit the  
88 amount of time for discussion in their motion. After  
89 discussion the Chair may call for a vote on the motion or  
90 table the motion for later consideration. The moving  
91 Director may also rescind the motion. Unless otherwise  
92 stated in the motion only Directors are eligible to vote on  
93 the motion.

94 **SECTION 5 – CHAIR**

95 (A) The Chair shall:

- 96 (1) Oversee all activities of the Club,
- 97 (2) Preside over the Board of Directors and any  
98 committees,
- 99 (3) Call board meetings as provided in §3(E), and
- 100 (4) Appoint special committees as needed.

101 (B) The Chair must be eligible to hold an account at the  
102 Club's financial institution.

103 **SECTION 6 – TREASURER**

104 (A) The Treasurer shall:

- 105 (1) Deposit all money into the Club's checking  
106 account as soon as reasonably possible after receipt  
107 and hold receipts for those deposits,
- 108 (2) Submit the Club's books and accounts to an  
109 Audit Committee before the Annual Meeting or  
110 whenever the Chair directs,
- 111 (3) Make a quarterly financial report to the Board  
112 that shall be posted for inspection by the  
113 Membership,
- 114 (4) Present a written report of the current balance  
115 and expenses for the month at each regular meeting  
116 which shall be approved by a simple majority of the  
117 voting Membership, and
- 118 (5) Pay bills and expenses as directed by the Board.

119 (B) Signatures from the Chair and the Treasurer shall be  
120 on record at the Club's financial institution and the  
121 signature of both shall be required to withdraw any funds.  
122 These signatures shall be changed upon the election of a  
123 new Treasurer or Chair.

124 (C) The Treasurer must be eligible to hold an account at  
125 the Club's financial institution.

126 **SECTION 7 — SECRETARY**

127 (A) The Secretary shall:

- 128 (1) Keep the bylaws,  
129 (2) Make changes, additions and amendments to the  
130 bylaws as required in the bylaws  
131 (3) Have a copy of the bylaws available at all  
132 meetings  
133 (4) Keep minutes of each Board and Membership  
134 meeting  
135 (5) Make copies of both approved and unapproved  
136 minutes available to the Membership except in the  
137 case of closed and special meetings.  
138 (6) Maintain copies of all official Club  
139 correspondence,  
140 (7) Print and file all records, and  
141 (8) Make a list of all attendees at any meeting.

142 **SECTION 8 — TRUSTEE**

143 (A) The Trustee shall:

- 144 (1) Conduct negotiations with the Federal  
145 Communications Commission regarding any matters  
146 pertaining to the issuance and maintenance of club  
147 Amateur Radio Licenses,  
148 (2) Be responsible for the Club's compliance with  
149 any laws, rules and regulations relating to the  
150 operation of any of the Club's radio stations or  
151 equipment,  
152 (3) Act as the Club's liaison to the American Radio  
153 Relay League and frequency coordination counsels  
154 concerning Amateur Radio frequency spectrum  
155 allocation and use, and  
156 (4) Manage equipment owned by the Club and make  
157 a yearly report as to the condition and status of the  
158 equipment.

159 (B) The Trustees actions shall be under the direction and  
160 control of the Board.

161 (C) The Trustee shall have no authority over equipment not  
162 owned by the Club.

163 (D) The Trustee shall hold an Amateur Extra class license.

164 **SECTION 9 – SANCTIONING OF**  
165 **EQUIPMENT AND RESOURCES**

166 The Club sanctions and supports the 145.130 MHz  
167 repeater, and the <http://www.my513.net> and  
168 <http://www.peakradioassociation.org> websites.

169 **SECTION 10 – MEMBERSHIP DUES**

170 Except as provided in §2(C), membership dues are \$24.00 a  
171 year and are payable annually from the date of membership. A  
172 thirty-day grace period will apply to existing members in good  
173 standing.

174 **SECTION 11 – MEETINGS**

175 (A) Membership Meetings will be held monthly on a date  
176 approved by a simple majority of the Membership. Any  
177 variation from that meeting time shall be posted on the  
178 Club's websites.

179 (B) The Chair and the board shall choose meeting  
180 locations. All members shall be notified by announcements  
181 on the Club's websites.

182 (C) Proposed changes to the bylaws must be submitted in  
183 writing at least thirty days before the Membership ratifies  
184 them.

185 (D) Nominations for officers must be submitted at least  
186 thirty days before the election.

187 (E) The Annual Meeting shall be the first regular  
188 Membership Meeting in March or as otherwise posted at  
189 least thirty days before the meeting.

190 (F) At the Annual Meeting the Club shall:

191 (1) Vote on any proposed bylaws changes,

192 (2) Accept and vote on any motions from the  
193 Membership, and

194 (3) Hold elections for Directors.

195 **SECTION 12 – ORDER OF BUSINESS**

196 The Order of Business for Membership and Annual  
197 Meetings shall be:

- 198 Call to Order
- 199 Reading of Previous Meeting Minutes
- 200 Treasurer’s Report
- 201 Old Business
- 202 New Business
- 203 Adjournment

204 **SECTION 13 – FUNDS AND EQUIPMENT**

205 (A) The Club owns all equipment it purchases. All  
206 donations and membership fees are the responsibility of  
207 the Club.

208 (B) All funds of the Club shall be used to improve, expand  
209 and further the Club’s objectives.

210 (C) The Board and Membership may vote to donate funds  
211 and equipment to repeater owners to assist in the  
212 reliability of their systems. Any donations to a privately  
213 owned repeater shall become property of that owner.

214 (D) In the event of the dissolution of the Club, any Club-  
215 owned equipment will be assessed at fair market value and  
216 this amount plus any residual funds held by the Club will  
217 be donated to a non-profit organization in a manner  
218 consistent with the Club’s non-profit status.

219 **SECTION 14 – AMENDMENTS**

220 (A) Except as otherwise stated, amendments to these  
221 bylaws must be made at an Annual Meeting.

222 (B) In the event of an emergency, the Board may refer an  
223 amendment of the bylaws to the Membership by a two-  
224 thirds vote of all Directors. The Membership shall then  
225 approve the amendment by a simple majority of voting  
226 members.